

BROADWAY BRIDGE



1925 SELLWOOD BRIDGE



HAWTHORNE BRIDGE

# FY 2013

## ADOPTED BUDGET VOLUME 1

## POLICY DOCUMENT LEGAL DETAIL

*Multnomah County*

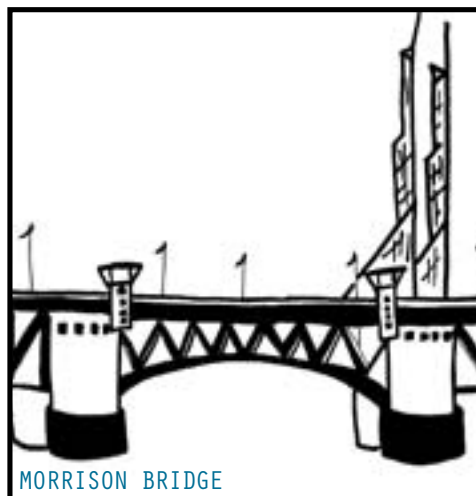


BURNSIDE  
BRIDGE

**BIG & AWESOME BRIDGES of MULTNOMAH COUNTY**  
ARTWORK BY STUDENTS OF THE SABIN/ACCESS ART PROJECT



SAUVIE ISLAND BRIDGE



MORRISON BRIDGE

## *About our cover*

Local elementary school students in the Sabin/ACCESS Art Project created the art on the cover. These and other drawings are featured in *The Big & Awesome Bridges of Portland & Vancouver—A Book For Young Readers*. The book, by Sharon Wood Wortman and Ed Wortman, and edited by Edith Fuller, will be used to teach about bridges in our region.

The artists are Anna Dreher, age 8 (Broadway Bridge), Susan McHarris, age 8 (Burnside Bridge), Emrie Langfeldt, age 8 (Morrison Bridge), Youki limor, age 10 (Hawthorne Bridge), Jessica Yang, age 11 (Sellwood Bridge), and Molly Peterson, age 9 (Sauvie Island Bridge).

For more information, visit [www.pdxbridgefestival.org](http://www.pdxbridgefestival.org) and/or <http://www.bridgestories.com>.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Multnomah County  
Oregon**

For the Fiscal Year Beginning

**July 1, 2011**

*Linda C. Sanion* *Jeffrey R. Brown*

President

Executive Director

The government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to Multnomah County for its annual budget. In order to receive this award, a government must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

# Elected Officials

fy2013 adopted budget

## Board of County Commissioners

Jeff **Cogen**  
County Chair



Deborah **Kafoury**  
District One



Loretta **Smith**  
District Two



Judy **Shiprack**  
District Three



Diane **McKeel**  
District Four



## Elected Officials

Michael **Shrunk**  
District Attorney



Dan **Staton**  
Sheriff



Steve **March**  
County Auditor



# Appointed Officials and Staff

fy2013 adopted budget

## Appointed Officials

Community Justice  
Scott **Taylor**

County Human Services  
Susan **Myers**

Community Services  
Cecilia **Collier**

Health Department  
Lillian **Shirley**

County Assets  
Sherry **Swackhamer**

Library  
Vailey **Oehlke**

County Management  
Joanne **Fuller**

## Budget Office Staff

Budget Director  
Karyne **Kieta**

Sr. Budget Analyst  
Ching **Hay**

Economist  
Michael **Jaspin**

Sr. Budget Analyst  
Jennifer **Unruh**

Sr. Budget Analyst  
Shannon **Busby**

Sr. Budget Analyst  
Althea **Gregory**

Principal Budget Analyst  
Christian **Elkin**

Office Guru  
Paula **Watari**

# Mission, Vision and Values Statement

fy2013 adopted budget

## Multnomah County Board of Commissioners

Multnomah County adopted the Mission, Vision and Values statement to provide a framework for making decisions that impact Multnomah County government and the community.

Knowing the mission, vision and values of the organization enables our leaders and employees to consider the greater good when making tough decisions.

### Mission

The Multnomah County Board of Commissioners *plans* for the needs of a dynamic community, *provides* leadership to ensure quality services, *prioritizes* the needs of our most vulnerable and *promotes* a healthy, safe and prosperous community for all.

### Vision

Build a community where everyone is healthy and anyone who needs help has a place to find it.

The community knows about and is engaged in what we do.

We have the resources to meet the community's needs.

Everyone in our community shares equally in opportunity, regardless of what they look like, where they come from, what they believe in, or who they love.

There is a fully funded safety net to protect the most vulnerable people in our community.

### Values

**Social Justice** – Promote equity in the community, include people who have not been included in the past, help those who need help.

**Health** – Support a healthy community from birth through adulthood.

**Public Safety** – Maintain safe neighborhoods through prevention, intervention and enforcement.

**Integrity** – Be honest and trustworthy, creating transparency and harmony between what we think, say and do. Put the County's mission above personal goals.

**Stewardship** – Demonstrate tangible, cost effective results from our work; decisions are clear, evidence-based, and fair.

**Creativity and Innovation** – Think in new ways, value new opinions and recognize ingenuity and resourcefulness.

**Sustainability** – Focus on the long-term environmental and economic well being of the community.



## Jeff Cogen, Multnomah County Chair

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Multnomah County  
Executive Budget Message  
May 3, 2012

This year's budget maintains critical services for Multnomah County residents despite the tough economy that continues to increase the needs for so many in our community.

At the same time, the ongoing decline in State and Federal funding creates its own challenges for all of us in our work to help people who badly need County services.

Sadly, those challenges are not new. But I approached this year's budget with the same approach I took last year--that struggles can unearth opportunities to work better than before. And I am confident this budget smartly leverages those opportunities to meet the County's core mission of providing compassion, equity, sustainability and community safety.

Our community's feedback helped to shape this budget and the difficult decisions the County must make during this tough economy. What my policy staff heard during several community forums parallels the needs we see each day in our County. People need affordable health care; a path to meaningful employment; equal access for all children to safe and enriching places that give them the best opportunity to succeed; and secure housing.

Thanks to our County employees' hard work and sacrifice, I'm happy to report this proposed budget reflects our strong commitment to building on the gains we've achieved so far in finding innovative solutions to meeting community needs and showing people we're making budget decisions the same way as families do by focusing on the essentials. While financial constraints create limits, this budget makes progress in maintaining these seven important values:

*Caring for vulnerable people*  
*Nurturing diversity and equity*  
*Keeping people safe*  
*Reducing costs and spending money wisely*  
*Investing in the future*  
*Increasing sustainability*  
*Working with our community partners*



The total proposed budget to achieve those values for our County's 735,000 residents is about \$1.5 billion. Those are the numbers. Here's more about each core value and the highlights of how the budget addresses that value in our community.

## **1. CARING FOR VULNERABLE PEOPLE**

High levels of unemployment, homelessness and poverty mean more families than ever before needing help from the County and from our not-for-profit partners. And those troubling indices show the continued need for help from people already struggling in poverty, including both vulnerable, young people and elderly residents. This budget responds to all these needs by maintaining stable funding for critical services, deepening our ongoing commitment to addressing homelessness and reducing the impact of continuing State and Federal reductions.

**--Children:** The State's reduction in funding this biennium to the Commission on Children, Families and Community prompted Multnomah County once again to combine the reduced money with other local, State and Federal dollars to maintain important programs such as parenting classes for low-income parents and shelter for troubled kids. This budget would use \$803,000 and \$1.4 million respectively in County funds to ensure continuing programs such as our runaway shelter service and the Parent and Child Development Services in the SUN Services System. Also, this budget protects children by continuing the County's \$714,000 investment in services to children who are sexually exploited and the prosecution of adults who sexually exploit children.

**--Homeless residents:** People's inability to pay rent remains a critical problem. Last year, the Board of Commissioners responded by providing one-time-only funding for several programs to help homeless people get permanent housing and support. This budget proposes to spend about \$520,000 in ongoing County General Fund money on our successful Rapid Re-housing and Action for Prosperity effort, which helped 130 needy families this year. This budget also includes \$500,000 of one-time-only funding for Short Term Rent Assistance and expanded funding to help low-income families file for tax returns, ensuring they get all the money they're due.

**--Residents who are mentally ill and/or have substance abuse addictions:** The state this biennium cut funding to our mental health crisis system--the system that includes our mental health walk-in clinic, our 24-hour call center, and our mobile crisis response team. Reducing those services would be unacceptable, so this budget uses \$2.0 million in mental health reserve funds to maintain this system. This is not a long-term solution but a step we must take. Since maintaining funding for crisis services and treatment is not enough, the budget also allocates \$80,000 in startup funds to assist mental health clubhouses such as the National Alliance for the Mentally Ill's Northstar program. Clubhouse programs help individuals with serious mental illness to get healthy together by connecting with each other to build life skills and to find jobs.

**--Disabled and elderly residents:** This budget provides \$47,000 to continue the expansion of the Aging and Disabilities Services Division's Gatekeepers program. That proven program provides more eyes and ears to help elderly and disabled residents because it helps train bank tellers, meter readers and others to call the County if an elderly or disabled person they serve seems to be having difficulty.

## **2. NURTURING DIVERSITY AND EQUITY**

We must always be looking for opportunities to tackle racial and ethnic disparities in Multnomah County so that all our employees and residents have a truly equal chance at success. We cannot rest on achieving this goal because we know our community cannot advance by leaving anybody behind. Two years ago, the County created the Office of Diversity and Equity to make a visible, tangible commitment to diversity and equity both in our workforce and our community.

--**County employees:** This year the Office of Diversity and Equity's Dignity and Respect Campaign has engaged our employees in workplace activities and dialogue that promote basic dignity and respect for all of them. The Office has sponsored the creation of seven Employee Resource Groups, starting with employees of color and now including a veterans group and parents group. Each of these groups creates an environment where employees support and mentor each other to succeed. This budget continues this important work.

--**Our community:** This year the Board heard about the devastating levels of poverty and need in our Latino, Native American, Asian/Pacific Islander and African-American communities. Today, nearly half of the children entering our County's schools are kids of color and about 54 percent of all kids in school are receiving free and reduced-price lunch (one key indicator of poverty). To help our SUN Schools program continue its successes helping low-income boys and girls, the budget expands the County's funding of SUN schools by adding three new SUN sites at Reynolds, Parkrose and Gresham-Barlow schools. Thanks, to the superintendents of those districts for matching the County funding of those new sites in East County, where so many children and families have migrated because the cost of living is more affordable. This budget also provides \$50,000 for a unique program that uses a culturally specific curriculum and setting to teach positive parenting skills to African-American parents.

## **3. KEEPING PEOPLE SAFE**

Public safety is a key County responsibility, and we spend about half of our locally generated general funds on public safety. During this biennium, State funding for public safety has decreased and some of our Federal grants also have ended. Despite those declines from other sources, this budget maintains funding for jail beds, probation and parole services, jail alternatives and the most critical functions of the District Attorney's Office.

--**The District Attorney's Office:** This budget maintains Deputy District Attorney positions funded by the County. Because of federal grants that are ending and cuts to other local funds, the District Attorney will be taking some reductions that the County cannot afford to backfill. District Attorney Michael Schrunk has asked for flexibility to use his staffing to address emerging crime trends, and I support his effort. I want to thank him for working with me, and for all his years in service as he retires in 2012, to maximize our public safety system's effectiveness.

--**Jail beds:** Despite lower levels of funding from both the State and the US Marshals Service, this budget keeps open the current number of 1,310 jail beds. Reduced revenue from the US Marshals Service alone requires an increase of \$1.4 million in County General Fund support to keep those beds open. Retirement trends in the Sheriff's Office have contributed to increases in overtime costs. During this fiscal year, the Board provided the first installment in funding for the Sheriff to rapidly hire replacements into vacancies to reduce those overtime costs. This budget fully funds this effort and I look forward to working with Sheriff Dan Staton to continue reducing those overtime costs. This budget also assumes continuing the Turn Self In jail alternative program that local judges rely upon to hold offenders accountable while managing the use of our limited and expensive jail beds. Thanks to the Sheriff for working with me to control costs.

--**Citizen involvement:** To reduce and prevent crime, we must help citizens take back their community. And individuals who have committed crimes must be given opportunities to get their life together, and repay their debt. To support these goals, this budget provides \$70,000 for the Rosewood grassroots community building project in Rockwood. This budget also includes \$75,000 for a community-based restitution program to provide lower-risk offenders with an opportunity to pay their restitution and end their involvement with the criminal justice system.

--**Department of Community Justice:** While we hope some of the State funding cuts will be restored by the Legislature in July 2013, we must ensure services are not reduced now so we don't have to rebuild those services later. Thus, this budget allocates about \$500,000 in one-time-only funding to the Department of Community Justice for treatment and housing for offenders to help with their rehabilitation and to keep our community safe.

#### **4. REDUCING COSTS AND SPENDING MONEY WISELY**

We continue to focus spending on services that count while reducing costs and becoming more efficient in our administrative services. Over the last two years we have focused on increasing the ratio of staff to managers and supervisors. This helps manage our work effectively while ensuring every dollar possible is invested in direct services. These savings have resulted in a \$3.3 million reduction in management costs for FY 2013. I know this is painful and I appreciate the sacrifices of all the managers and supervisors who have changed jobs, been reclassified or laid off due to these changes.

--**Management and staff:** All management employees and most union-represented employees have taken COLA freezes, or complete pay freezes in either 2012 or 2013. In this year's budget, this represents about \$6.4 million in salary savings that is invested directly in services.

--**Purchasing:** Through a lot of hard work that is not flashy, this budget moves the County to just-in-time supplies purchasing that saves about \$500,000 by eliminating our warehouse, reducing staff, and getting the County the best price for all of our purchases. Next year through our Multnomah Evolves process, we will continue identifying opportunities to improve administrative services and reduce costs.

## 5. INVESTING IN THE FUTURE

It is not enough to maintain the status quo. This budget invests to protect what we have in the County and to create a better future.

--**Schools:** This budget provides \$144,000 in expanded funding for our SUN Schools model of wrapping services and supports around schools such as helping homeless and hungry families find help, after-school homework support, parenting classes, and enrichment programs that connect struggling students to school.

--**Information and Technology:** In the next fiscal year, we will bring on line new IT systems for our budget process and for our property assessment and taxation functions. These behind-the-scenes systems help us to have more timely and accurate information. And they help to maintain increased services with our existing workforce. Our County Clerk and property tax customer services are also merging to form one customer service group to better respond to customer demands that ebb and flow through the year.

--**Sellwood Bridge:** Last year, we finally broke ground on the long-overdue replacement for the Sellwood Bridge. This budget continues that work so the bridge replacement remains on budget and on time to be completed by 2015.

--**Library:** This budget helps us ensure our world-class library continues to be a national leader by setting aside \$10 million in one-time-only money to keep every branch open and to continue programs serving our most vulnerable residents. Serious property tax compression on the current levy has meant the library will experience some reductions, but this one-time \$10 million investment preserves what we have while assuming that voters continue their support of the Library by renewing the existing levy this month.

## 6. INCREASING SUSTAINABILITY

Investments in more sustainable County operations are reducing pollution and energy consumption, and saving taxpayers money. In FY 2011, energy efficiency improvements saved the County \$1.3 million. During this fiscal year, the County built on its gains by replacing aging gas-powered cars with electric vehicles for the County fleet; increasing access to healthy food through the Healthy Retail Initiative, which supports neighborhood stores that provide culturally relevant healthy food; and completing a new East County Courthouse that incorporates solar power, a green roof and a gray water system.

--**Energy efficiency:** This budget maintains our current investments, but I've asked key County leaders to begin planning for more comprehensive implementation of energy efficiency and waste reduction strategies so all 131 County properties run as efficiently as possible. We have proven we can achieve great gains in individual buildings. The time is now to build on those gains throughout the entire system.

--**Portland/Multnomah County Climate Action Plan:** This budget funds Safe Routes to Schools programs in Troutdale, Wood Village and Fairview, including improved signage and crosswalks for Troutdale Elementary School. Additionally, the Road Services team will work with Soil and Water Conservation Districts to assess watershed health and barriers to fish passage in Multnomah County.

--**Healthy food:** This budget continues the work of the Office of Sustainability and the Health Department to implement the Multnomah County Food Action Plan, funding the third class of the Beginning Urban Farmer Apprenticeship Program, the Multnomah County Food Summit, and Multnomah County CROPS Farm.

## **7. WORKING WITH OUR COMMUNITY PARTNERS**

Since we cannot achieve our results alone, we continue to create and deepen strong partnerships across our community to meet our residents' needs and build a better future. To achieve those results, the County provides funds and partners with hundreds of nonprofits. Our connection with all our school districts and cities demonstrate what we can accomplish when we work together.

--**Dental care:** Lack of dental care is one of the main drivers of emergency room visits for the uninsured and members of the Oregon Health Plan. This budget provides \$293,000 to expand dental services to prevent emergencies for those populations. This expansion of services is possible only because Central City Concern and CareOregon, two key partners, have stepped up to help fund the actual space and equipment while we fund the staff and supplies.

--**Tri-County Health Care Collaborative:** With a goal of creating better and more affordable care that improves satisfaction for Oregon Health Plan members, Multnomah County is investing our people power, our healthcare leadership and our clinical resources in the health care collaborative. This impressive partnership with local hospitals, health plans, Clackamas and Washington counties as well as health care providers is an exciting innovation that puts our region in the forefront of national reform that's a must for better health.

--**Bricks and mortar:** We are partnering with others to use County buildings and land to the best possible use. In partnership with the City of Portland and Home Forward, the County will leverage \$26.9 million in PDC funding with a small County backed loan to build a much-needed new home for our Health Department in Old Town. This exciting project will bring a compatible neighbor to the Bud Clark Commons and badly needed new labs, offices and specialty clinic space for health care staff.

## CONCLUSION

I want to thank the many people who helped me create this budget. Thanks to my colleagues on the Board of County Commissioners for working with me to create a budget that reflects our values and addresses our greatest needs. Thanks to the Sheriff, the District Attorney and the judges for working so closely together to keep us safe in the face of continuing funding cuts.

Thanks to County Auditor Steve March for working closely with me this year to improve our services.

Thanks to Budget Director Karyne Kieta and her staff for all their work preparing and analyzing data for this budget. And thanks to the department directors, departmental leaders and their budget staffs for the many hours they put in planning for service delivery changes, providing me with options and preparing the documents. I also want to thank my staff, particularly Chief of Staff Marissa Madrigal and Chief Operating Officer Joanne Fuller for all their thoughtful advice and hard work.

Thank you to the many employees of Multnomah County who have stepped up to take COLA and/or wage and COLA freezes. Without your help, we would not be able to fund all of the services in this budget.

Fundamentally, this budget reflects a continued commitment to improving our community by collaborating with our partners in our county's cities and school districts so we can combine our resources to address common problems. Likewise, many of the services funded by Multnomah County are delivered by not-for-profit organizations who bring their dedication and additional resources to our work together. Thanks to all these partners.

It continues to be my honor to serve as the Chair of Multnomah County. Our whole community is working together to get through these difficult times and build a better future in this place we love. Thanks to our community's hard work and support, I know this budget meets our core mission of compassion, equity, sustainability and community safety.

A handwritten signature in black ink, appearing to read 'Jeff Cogen', with a stylized flourish at the end.

Jeff Cogen  
Multnomah County Chair

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### Introduction

Even though the Great Recession officially ended in 2009, Multnomah County and local governments throughout the State continue to feel the effects of the downturn. Multnomah County is in a better fiscal position than most states and local governments, thanks to prudent leadership from the Chair and the Board, strong management and adherence to policies and practices that result in strong long-term financial planning, low debt obligations and maintaining responsible fund balance amounts. Our commitment to long range planning and budgeting practices and conservative financial management continues to pay off.

The FY 2013 budget was balanced by bringing ongoing spending in balance with ongoing revenues and by limiting the use of one-time General Fund resources for ongoing programs. The FY 2013 budget also maintains the County's long-term fiscal position by fully funding our reserves and maintaining a Business Income Tax (BIT) stabilization reserve.

The FY 2013 budget maintains the majority of direct services by controlling administrative costs: it freezes the cost of living adjustment for our largest union, eliminates and downgrades management positions and restructures administration. The budget strategically increases funding for safety net services for the some of the County's most vulnerable residents - the homeless, and the mentally ill. At the same time, most public safety service levels have been maintained and there have been no reductions in the capacity of our jails. The budget also invests in some of our most critical capital needs, including the Sellwood Bridge.

Even in the face of a projected uneven economic recovery, the County's General Fund fiscal position is stabilized, but only relatively speaking. There is still much ambiguity around the impacts of the State and Federal healthcare transformation initiatives. State and Federal revenues and grants continue to decline while demands for services for the most vulnerable in our community continue to grow. There is also uncertainty around the future funding mechanism for the Library. And, the County's healthcare and retirement costs continue to grow faster than our revenues.

The budget reduces the County's workforce from 4,526.51 full time equivalents (FTE) last year to 4,472.87 FTE in FY 2013, a reduction of 53.64 FTE or 1.2%. Of these FTE, 43.25 are in the Library, which translates into 8.8% of the Library's FTE.

### FY 2013 Program and Policy Highlights

#### *Health and Human Services*

The FY 2013 budget preserves existing services in Health and Human Services departments and adds new programs targeting vulnerable populations. The County invested in:

- Short-term rent assistance to help individuals who are at risk of becoming homeless to maintain their housing.
- Continuation of the Rapid Re-Housing Initiative that provides assistance to individuals and families who have become homeless.
- The system of care for victims of commercial sexual exploitation of children that provides shelter and support services to girls under the age of 18.
- Downtown dental services for low income Portland residents, many of whom are homeless, unemployed or underemployed.
- The opening of the southeast health clinic at the Southeast Health Center in Portland to provide comprehensive primary care services that include acute and chronic illness treatment, family planning and prenatal services.
- SUN community schools expansion to bring school-based health and social services for at-risk school-aged children to Wilkes, Prescott and Highland Elementary schools in the Reynolds, Parkrose and Barlow school districts.
- ADS 'gatekeepers' to identify vulnerable seniors in the community and refer them to the County for services.

The State's transformation of the healthcare delivery system to better integrate physical health, mental health, long-term care and other services is likely to have a large (but currently unknown) impact on Health and Human Services programs during FY 2013. These changes could impact the County's health clinics, senior centers, and community-based mental health providers. Health and Human Service managers at Multnomah County are involved in the system transformations that began in FY 2012 and who's implementation will continue through FY 2013.

#### *Public Safety*

The FY 2013 budget preserves the core functions of public safety and maintains the current number of jail beds. The Sheriff's Office, the District Attorney's Office and the Department of Community Justice accomplished this goal through restructuring and streamlining business processes resources and the use of additional one-time-only General Fund resources. The budget maintains probation and parole services, jail alternatives and prosecutorial services. One-time-only funds were used to:

- Address an unprecedented number of corrections deputy vacancies stemming from retirements. Filling these vacancies will reduce the overall costs of jail system operations by decreasing the use of overtime in jail system staffing.

### *General Government*

- Fund 59 beds at Inverness Jail where inmates receive counseling, education and mental health services to support successful transitions by inmates back into their communities.
- Provide temporary “bridge” funding to DCJ programs for offenders at high risk for recidivism, where increased State funds are expected to eventually replace grant funds that will expire.

Most State funding for public safety comes from Senate Bill 1145, which gives counties responsibility for all aspects of parole and probation supervision. SB 1145 directs that parole and probation sanctions are to be served in local jails instead of prisons and that all felony offenders sentenced to a term of incarceration of 12 months or less, remain in local custody. Currently, the County receives over \$20 million dollars annually to pay for these services. The budget does not assume any State reductions to this funding, as it would likely trigger the opt-out option.

The County Chair started the Multnomah Evolves initiative during FY 2011 in order to restructure our administrative and support services, reduce administrative costs and protect direct services from reductions. As the initiative continues, a number of changes are included in the FY 2013 budget:

- Span of Control, or the ratio of supervisors to employees, was reviewed for all departments. The FY 2013 budget eliminates or downgrades the number of management positions and increases the span of control, resulting in approximately \$3.3 million in “administrative/management” reductions to the County. The countywide span of control is 11.34 to 1.
- The Department of County Assets continues to implement strategic sourcing, which will be completed in FY 2013. DCA is continuing their conversation with the City of Portland to outsource all or portions of all of the fleet maintenance.
- The Department of County Management has selected a vendor to supply and assist in implementing a new Budget and Performance Management System for FY 2014. The new web-based system will consolidate a set of stand alone software programs that have required extensive maintenance and manual processes for basic budget document production and regular data analysis. Initial implementation of the new system will not only streamline and automate current work, but also facilitate more in depth data analysis and user friendly reporting to inform County policies. If desired or necessary, subsequent phases of the new system may also support position and spending controls and capital planning at a more detailed level.

### *Capital Assets*

Over the past decade funding for the County's capital requirements has not kept up with our changing service needs or our deferred maintenance liabilities. The Chair's Multnomah Evolves Initiative includes major changes to the way that the County manages its capital asset portfolio to address these issues. The Department of County Assets was created in FY 2012, in part to ensure the effective management of the County's capital assets.

As part of the Multnomah Evolves Initiative, a new Facilities Strategic Plan is in progress. The new plan will describe current and future facility needs for County programs based upon the demographics of our clients, as well as the location, cost and physical conditions of County buildings and leased space. The plan will propose a new policy to guide long term capital asset strategy for County buildings and propose transactions and projects to transform the current building portfolio into one that is financially sustainable for the long term.

In addition to these administrative changes, there are several major capital projects that will have been completed in FY 2012. The East County Courthouse and Data Center relocation project was completed in the spring of 2012. The project to replace the Sellwood Bridge will begin construction in late FY 2012. Other major capital projects in the FY 2013 budget include planning for a replacement for the Downtown Courthouse and finishing our new Assessment and Taxation IT system.

### Planning for the FY 2013 Budget - Economic Climate

The County continues to face a slowly recovering national and local economy. It is a recovery that has been frustratingly protracted and uneven, especially for those seeking employment. Gross domestic product (GDP) – the output of goods and services produced in the U.S. – increased at an annual rate of 3.0% in the final quarter of 2011, the tenth consecutive quarter of growth. However, the 3.0% growth combined with the anemic GDP growth rates of 0.4%, 1.3%, and 1.8% in the preceding three quarters only dented national unemployment levels, with the rate dropping from 9.1% in January 2011 to 8.5% in December 2011.

The first quarter of 2012 has seen healthier trends, such as employment gains averaging 212,000 a month, improved consumer spending, and continued manufacturing growth. The first quarter has also seen many of the same countervailing headwinds seen in 2011. A quick run-up in oil and gas prices started the year, and European debt issues, Middle East unrest, and Iranian nuclear concerns continue to simmer. The direction of Federal fiscal policy after the November elections is uncertain and could be significantly contractionary. The President and Congress will be faced with expiration of the Bush tax cuts, the 2 percentage point social security tax reduction, the Medicare “Doc” fix, and the automatic spending reductions contained in the Budget Control Act (P.L. 112-25) that are set to kick-in in January 2013.

Locally, the Portland metropolitan area felt the impact of the housing boom and bust 12 to 18 months later than other regions. And, while prices continue to decline, there are signs of stabilization. Portland house prices peaked in July 2007 and have fallen 30.3% from their peak based on the S&P/Case Shiller Home Price Index. During the first two-thirds of 2011, home prices were falling 7.5% to 10.0% on a year over year basis. By the end of 2011, year over year price declines had moderated to 4.0%. Home prices are now close to historical norms based on affordability measures. Relatively high levels of unemployment and distressed sales (short sales and foreclosures) may cause prices to drift downwards in 2012, but house prices appear to be stabilizing.

After inching down from double digits to 8.5% by the end of 2011, U.S. unemployment levels have ranged between 8.2% and 8.3% in recent months. The four-week moving average of initial unemployment claims stands at 374,750 as of April 19th, down from 630,000 at the peak of the recession, and 428,000 on June 30 of last year. Overall the national trends point to a weak, but slowly improving labor market.

Since 2008, the typical local unemployment story has been that unemployment increased faster and peaked at higher levels in Oregon and Multnomah County than in the rest of the country. For instance, in May 2008 Oregon's unemployment rate was 5.7%. Twelve months later it stood at 11.6%. Multnomah County followed a similar pattern – increasing from 5.0% in May 2008 to 10.7% in May 2009.

### *Forecasting the General Fund*

The more notable story today is that in March of 2012, Multnomah County had an unemployment rate of 7.8%, which was lower than the U.S. rate of 8.2%, and significantly better than Oregon's rate of 8.6%. The Portland area labor market does tend to be a bit stronger and have a lower unemployment rate than the rest of the State. However, since January 2010 the Portland Metropolitan Statistical Area (MSA) has seen non-farm employment increase by roughly 4.1%, while the rest of Oregon has grown at roughly 1.1%. This is consistent with other data that suggests the Portland metropolitan region is recovering faster than the rest of Oregon.

The consensus forecast (from Western Blue Chip) for Oregon employment growth is 2.1% in 2012 and 2.6% in 2013. Personal income growth is projected to increase 4.4% in 2012 and 4.4% in 2013.

Multnomah County uses ongoing financial forecasting and monitoring to estimate revenues and expenditures in the General Fund, the County's largest source of discretionary revenues. These forecasts are made for a 5-year time horizon and updated on a quarterly basis. The 5-year forecast helps form the basis on which Multnomah County builds its annual budget.

The Budget Office's March 2012 5-Year General Fund Forecast projected a gap between General Fund revenues and expenditures of \$3.5 million for FY 2013, representing approximately a 1% gap. Unchecked, the gap will grow from \$1.1 to \$3.9 million per year through FY 2017. This projection excluded unmet needs such as capital infrastructure, but did include the impact of Local 88, the County's largest union, taking a COLA freeze in FY 2013, saving roughly \$2.8 in the General Fund and \$6.4 million across all funds. The forecast also assumed State funds backfilled with one-time-only General Fund resources would not be continued into FY 2013 and that no new or expanded General Fund programs would occur in FY 2013.

The \$3.5 million gap is not due to a single factor, but rather several. Most notable are reduced US Marshal revenues from fewer bed rentals (112 vs. 140), lower recording fees, and increased property tax compression. The County's normal structural deficit of approximately 1% is less of an issue in FY 2013 due to slower personnel cost growth, namely related to modest medical cost growth and the Local 88 COLA freeze.

The Budget Office's May forecast update noted that increased BIT revenues would result in an additional \$2.1 million in FY 2013, with similar amounts in FY 2014 and 2015. The additional revenue is more than offset by higher forecasted personnel costs (mostly due to PERS rate increases) in FY 2014 and 2014. Consequently, the additional revenue is treated as one-time-only as ongoing programs could not be sustained. The forecast update also noted that the Board would have an additional \$1.6 million to spend on an OTO basis in FY 2013 due to the remaining FY 12 General Fund Contingency balance.

### *Local Revenues*

Property tax is the single largest discretionary source of revenue in the General Fund, accounting for 65% of ongoing revenues. General Fund revenue growth, therefore, is particularly sensitive to taxable value growth and compression.

The FY 2013 budget assumes the following rates of growth (as measured from the FY 2012 adopted budget) for each revenue source:

- Property Tax – Increase 2.5%
- Business Income Tax – Increase 11.5%
- Motor Vehicle Rental Tax – Increase 3.0%
- Recording Fees/CAFFA Grant – Decrease 5.0%
- US Marshal (and Ballot Measure 73) Jail Bed Rental – Decrease 1.7%

### *State Revenues*

The County's FY 2013 budget marks the second half the State of Oregon's 2011-13 biennium. With the State Legislature recently adjourning after their February session and no major surprises in the State revenue forecast, there is a relatively high degree of certainty regarding the County's funding from the State. This funding is important as State and Federal revenues account for roughly 25% to 30% of the County's operating budget.

This doesn't mean there aren't remaining worries over State funding levels. Healthcare transformation remains a major system change with a number of uncertainties, such as the State achieving \$239 million in General Fund savings or being awarded additional Federal funds to assist with the transformation. Fortunately, the State and Federal government reached an agreement in May under which the Federal government will contribute \$1.9 billion over 5 years, with \$620 million in the first year. It does require Oregon to reduce Medicaid costs by two percent or else the funds would be in jeopardy. Elsewhere, recent State funding reductions to the Judicial branch could have spill over effects to the larger public safety system, which would impact the County.

During FY 2012, the County went through an internal 'State Mid-Year' rebalance to address funding reductions from the State during the first half of the biennium. The Board had set aside \$4.2 million of one-time-only resources and \$1.6 million of ongoing resources in anticipation of State reductions. The Board fully allocated the ongoing funds and used \$2.1 million of the one-time-only funds. In FY 2013, the County continues to use the \$1.6 million of ongoing General Fund to backfill State reductions, and has used some one-time-only funds to cover other State reductions. Over the long-term, continued backfilling of State reductions is an unsustainable model.

Details regarding individual State reductions (or restorations) can be found in the departmental narratives.

### *Cost Drivers*

Expenditures are forecast to grow 4 to 5% annually through FY 2017 – a rate of growth that takes into account inflation, employee compensation, and long term fixed costs. For FY 2013, the cost of providing current service levels was initially expected to grow by nearly 5%. This was driven by personnel costs, which were forecast to grow by 5.25%. Local 88's agreement to forgo a COLA wage increase, the ability to not increase in PERS rates charged to departments, and a modest medical/dental cost increase lowered the increase to a more manageable 3.23%. Specifically, the cost increase was derived from the following sources:

- Cost of Living Adjustment – 1.60%
- Step/Merit Increases – 1.51%
- Medical/Dental – 4.5%
- PERS – 0.00%
- Retiree Medical – 0.00%

The moderation in personnel costs the County has experienced over the last several years is not expected to continue. Nearly every labor group and management has taken some combination of wage and COLA freeze, and PERS rates are expected to increase sharply in coming years.

For FY 2013, internal service rates for items such as IT services and facilities *charged to* departments increased by roughly 9%. The actual cost increase to provide these services was significantly less. The Board and internal service providers used BWC (i.e., fund balances) and one-time-only General Fund support to keep the rates artificially low in FY 2012. This reduced the need for additional direct service reductions in FY 2012. For FY 2013, the rates charged to departments reflect the end of the FY 2012 subsidy and the normal annual inflationary cost increase.



### *Policy Direction from the Chair and Balancing the General Fund*

In light of the General Fund shortfall projected in the 5-year Forecast, the Chair directed all departments to make a 1.5% reduction from current service levels in their General Fund budget requests. Departments were directed to preserve direct services where possible, while Internal Service providers built their budgets using current service levels.

The Multnomah Evolves initiative continued through FY 2012. The most notable impact for FY 2013 is Strategic Sourcing and the outcome of the Span of Control and Management Position review. Management costs were reduced by \$3.3 million and the Countywide span of control (employees to supervisors) increased from 10.83 to 1 in FY 2012 to 11.34 to 1 in FY 2013. Roughly 30 management positions (FTE) were eliminated, downgraded, or converted to represented positions. While this is not all savings, it does serve to maximize staff providing direct services. Savings realized by departments was used to help meet their 1.5% General Fund reduction target. The County's span of control work also generated \$714,540 savings in FY 2012.

The BIT reserve was set at 8% of BIT revenues for FY 2013 versus 10% for FY 2012. This is on top of the County's 10% General Fund revenue reserve. It is also assumed Department's will under spend their FY 2012 appropriations by \$1.0 million. This is a relatively modest amount given the size of the General Fund and historical patterns. Lastly, it is assumed that \$1.0 million of unused General Fund contingency from FY 2012 will be carried over to FY 2013.

These savings and the FY 2012 ending balance closed the majority of gap for FY 2013. Consequently, Chair Cogen's proposed budget largely maintains General Fund current service levels for FY 2013 while also allowing for modest strategic reinvestments for critical services and projects.

During FY 2012, the Board passed Resolution 2012-004, which committed to providing \$10.0 million of one-time-only General Fund funding for the Library. More information on this is provided below. However, this commitment, which is contained in the Chair's proposed budget, consumed the majority of one-time-only funds and limited the number of one-time-only projects in FY 2013.

The Chair's budget message provides additional information on his policy initiatives and the following sections of the Budget Director's Message address our one-time-only resources and spending.

The Board adopted the Chair's proposed budget with relatively few changes. The most notable was the restoration of roughly \$1.2 million in program reductions (from the State, City of Portland, and County General fund) using the remaining FY 2012 General Fund contingency balance as noted in the May forecast update.

### Budget Overview - All Funds

Local Budget Law requires that Multnomah County report the total budget. The budget for FY 2013 totals \$1,516,042,033. When adopted, the budget sets the legal appropriation. The total budget reflects the actual resources needed by the County, plus internal charges, transfers, loans, and accounting entities.

Because the total budget overstates what is actually spent, the County often refers to the net budget. The FY 2013 net budget of \$1,130,699,947 is a more accurate statement of the money the County actually plans to spend on operations during the year. The net budget subtracts all internal charges, transfers, and loans from one fund to another. Internal transactions between funds are typically the result of one department providing a service to another, such as information technology or facilities services. It also removes all reserves for future years to more accurately reflect the ongoing operating budget.

Please see the next page for a table detailing the change in budget by fund compared with FY 2012.

FY 2013 Adopted Budget	
Department Expenditures	\$1,065,358,314
Contingency	<u>\$65,341,633</u>
<b>Total Net Budget</b>	<b>\$1,130,699,947</b>
Service Reimbursements	\$213,055,298
Internal Cash Transfers	\$39,662,851
Reserves	<u>\$132,623,937</u>
<b>Total Budget</b>	<b>\$1,516,042,033</b>

# Budget Director's Message

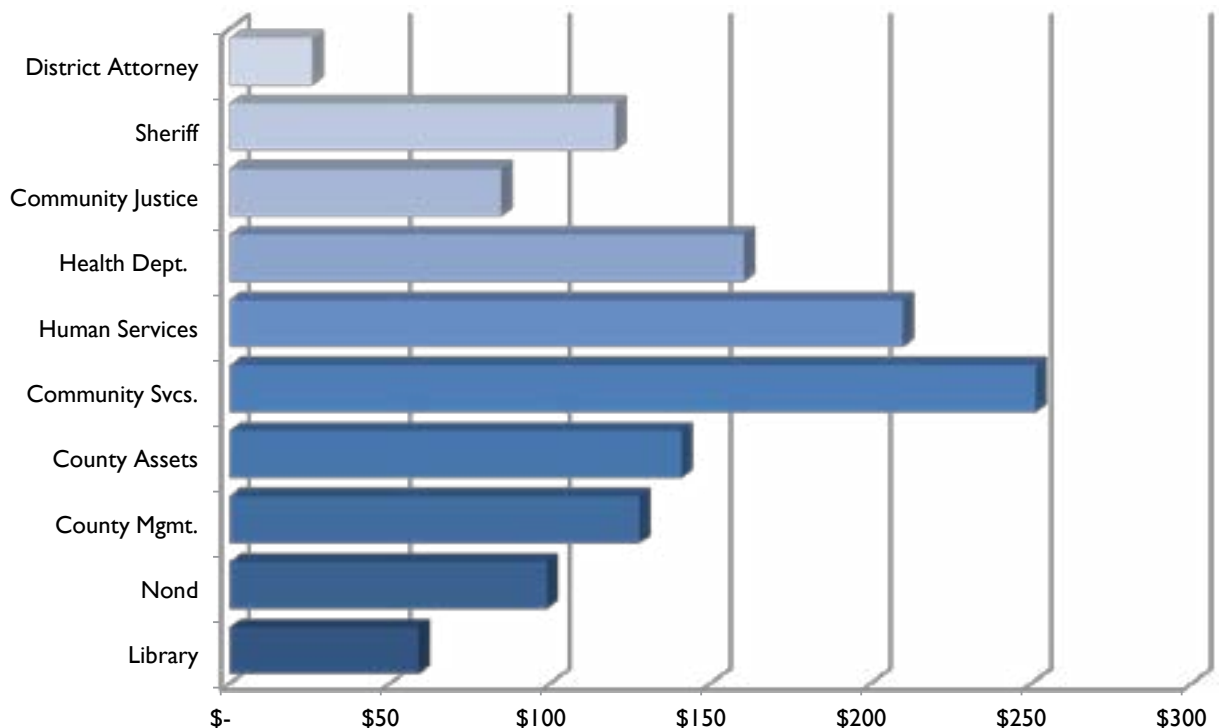
fy2013 adopted budget

#	Fund Name	FY 2012 Adopted	FY 2013 Adopted	Change	Notes
1000	General Fund	412,093,990	454,482,709	42,388,719	(BWC) +\$3.6m, financing sources +\$1.6m, taxes +\$11.3m, service charges +\$27.6m, licenses & permits +\$1.3m, other revenues +\$3.1m, intergov. -\$5.7m, interest -\$0.4m
1501	Road Fund	49,018,176	45,808,171	(3,210,005)	BWC +\$0.2m, intergov. -\$3m, other, service charges, taxes -\$0.4m
1502	Emergency Communications Fund	250,000	250,000	0	
1503	Bicycle Path Construction Fund	359,250	408,500	49,250	
1504	Recreation Fund	105,000	102,080	(2,920)	
1505	Federal/State Program Fund	273,175,292	231,197,467	(41,977,825)	BWC -\$0.5m, Intergov. -\$13m, licenses/permits, other revenues +\$0.8m, service charges -\$29.3m
1506	County School Fund	187,100	23,800	(163,300)	Taxes -\$0.2m
1508	Animal Control Fund	2,692,050	2,975,694	283,644	BWC +\$0.1m, licenses & permits +\$0.2m
1509	Willamette River Bridge Fund	33,736,272	11,857,856	(21,878,416)	BWC -\$17.5m, financing sources -\$5.6m, intergov -\$1.4m, other revenues +\$2.6m
1510	Library Serial Levy Fund	69,221,502	66,929,062	(2,292,440)	BWC -\$9.6m, financing sources +\$10.4m, interest -\$0.2m, taxes -\$2.9m
1511	Special Excise Taxes Fund	20,055,250	23,689,500	3,634,250	Taxes +\$3.7m
1512	Pub Land Corner Preservation Fund	1,719,000	1,888,500	169,500	
1513	Inmate Welfare Fund	1,250,668	1,219,838	(30,830)	
1516	Justice Services Special Ops Fund	7,925,717	5,814,575	(2,111,142)	BWC -\$0.2m, licenses & permits -\$1m, service charges -\$0.8m
1518	Oregon Historical Society Local Option Levy Fund	1,945,151	1,837,418	(107,733)	
1519	Video Lottery Fund		5,223,488	5,223,488	New fund. Intergovernmental +\$5.2m
2001	Revenue Bond Sinking Fund	2,680,690	150,000	(2,530,690)	BWC -\$1m, financing sources -\$1.5m,
2002	Capital Lease Retirement Fund	30,469,235	22,732,109	(7,737,126)	BWC -\$2.8m, financing sources -\$0.8m, other revenues -\$3.9m, intergov -\$0.2m
2003	General Obligation Bond Sinking Fund	16,389,888	15,989,750	(400,138)	BWC +\$0.4m, taxes -\$0.7m
2004	PERS Bond Sinking Fund	72,325,000	75,427,500	3,102,500	BWC +\$2m, interest -\$0.4m, other rev +\$1.5m
2504	Financed Projects Fund	3,701,038	3,531,283	(169,755)	BWC decrease
2507	Capital Improvement Fund	39,753,610	28,696,077	(11,057,533)	BWC -\$11.2m, financing sources +\$2.4m, intergov -\$0.4m, other rev -\$1.6m, service charge -\$0.3m
2508	Capital Acquisition Fund	4,233,353	1,424,943	(2,808,410)	BWC reduction
2509	Asset Preservation Fund	7,243,197	7,740,158	496,961	Financing sources -\$0.2m, other rev +\$0.7m
2511	Sellwood Bridge Replacement Fund	153,452,258	212,986,452	59,534,194	BWC +\$6.1m, financing sources -\$17.2m, interest -\$0.2m, intergovernmental +\$70.9m
3002	Behavioral Health Managed Care Fund	60,019,416	57,525,623	(2,493,793)	BWC -\$0.3m, intergovernmental -\$2.2m
3500	Risk Management Fund	120,931,210	135,405,059	14,473,849	BWC +\$26.6m, financing sources -\$16m, interest -\$0.3m, other revenues +\$4.2m
3501	Fleet Management Fund	10,895,342	10,657,182	(238,160)	BWC -\$0.6m, financing sources +\$0.2m, other revenues +\$0.2m, service charges -\$0.1m
3503	Information Technology Fund	43,386,848	44,122,617	735,769	BWC -\$4.5m, financing sources +\$0.5m, interest -\$0.1m, other revenues +\$4.8m
3504	Mail Distribution Fund	8,122,221	3,767,634	(4,354,587)	Other revenues -\$4.3m
3505	Facilities Management Fund	40,432,110	42,176,988	1,744,878	Financing sources -\$0.4m, other revenues +\$1.9m, service charges +\$0.3m
<b>Total</b>		<b>1,487,769,834</b>	<b>1,516,042,033</b>	<b>28,272,199</b>	

### *Department Requirements All Funds (\$1.28 billion)*

Department expenditures, excluding cash transfers, contingencies, and unappropriated balances, for all funds total \$1.28 billion in FY 2013 vs. \$1.17 billion in FY 2012. The increase is driven by the Sellwood Bridge Fund, which increased by nearly \$117 million due to construction costs and debt service associated with building the replacement bridge. Absent this capital project, expenditures would have been relatively flat.

The bar chart below shows appropriations by department in millions across all funds. This figure includes internal service payments, and thus represents some double-counting.



# Budget Director's Message

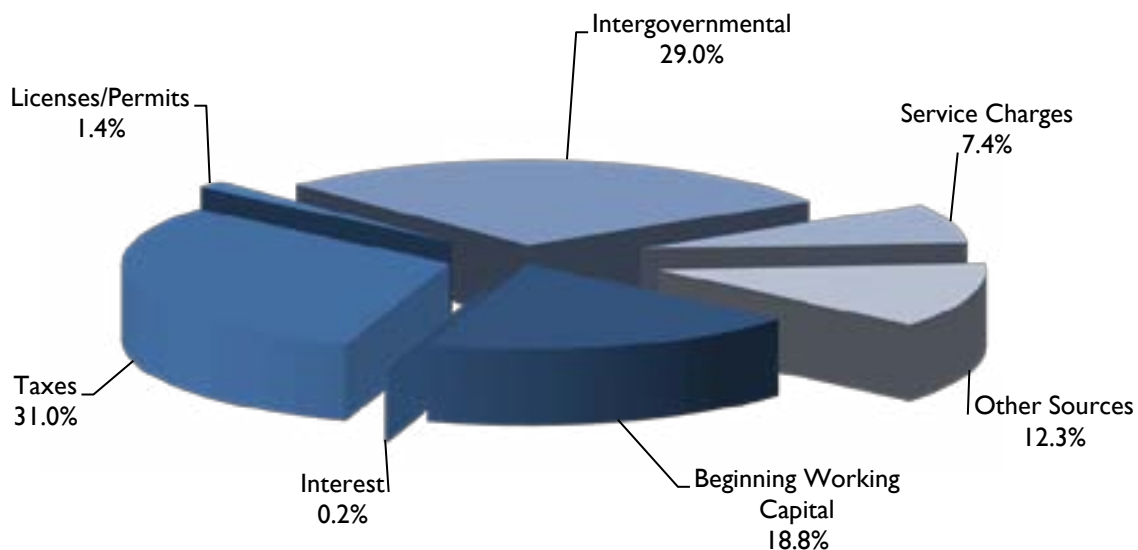
fy2013 adopted budget

## *Department Revenues All Funds (\$1.25 billion)*

Total direct resources or 'revenues' for FY 2013 are \$1.25 billion (excluding service reimbursements and cash transfers between funds). Local tax revenues are generally growing, with property taxes increasing at a modest 2.5% rate. Taxes constitute the largest single revenue source and include property tax, business income tax, motor vehicle rental tax, transient lodging tax and county gas tax.

The increase in direct resources from \$1.20 billion in FY 2012 to \$1.25 billion in FY 2013 is attributable primarily to financing assumptions for the Sellwood Bridge. Namely, intergovernmental revenue from planned contributions from other jurisdictions.

Beginning Working Capital (BWC), as a share of total budgeted resources, has decreased from last year. The FY 2012 adopted budget contained \$247.1 million of BWC million across all funds while FY 2013 contains \$234.6 million. The most notable reduction is the in the Library Fund, which dropped from \$15.3 million to \$5.7 million. The Information Technology Fund also experienced a decline from \$12.0 million to \$7.5 million as the balance was purposefully spent down during FY 2012.

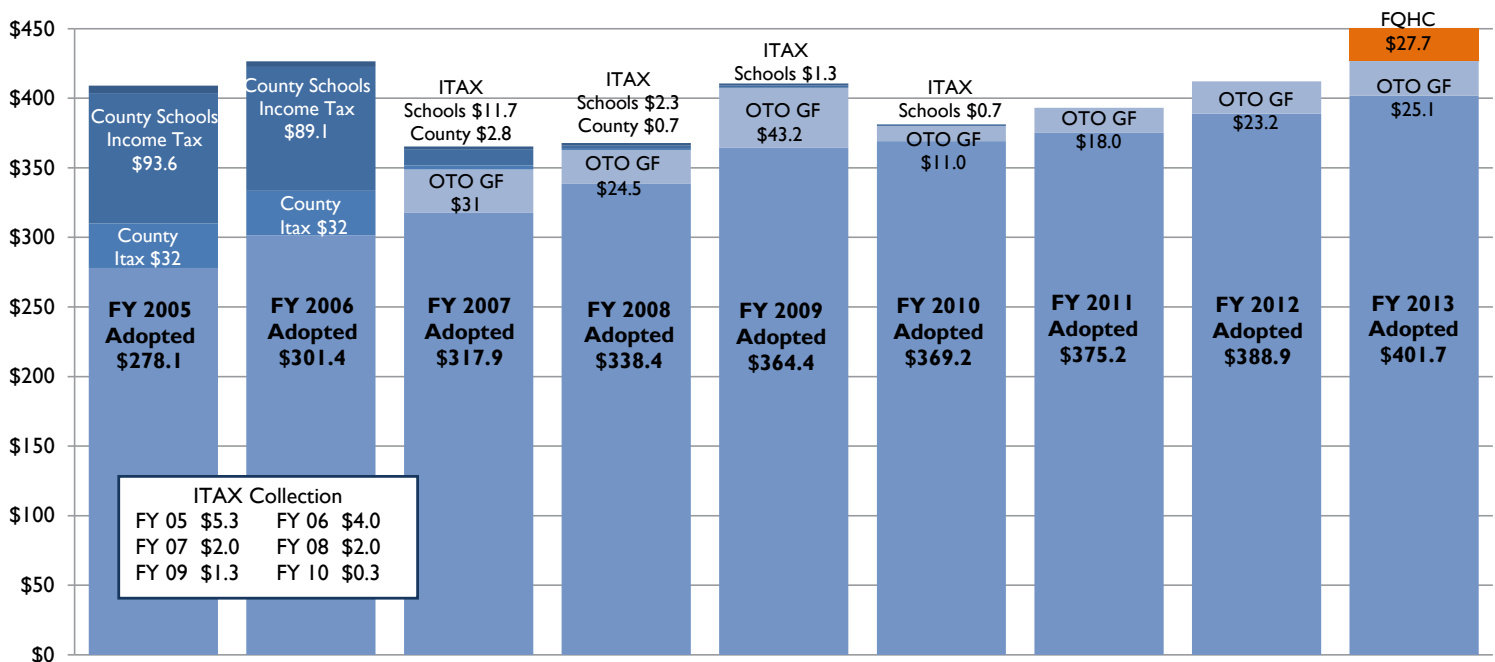


## The General Fund

### *General Fund Expenditures and Reserves (\$454.5 million)*

The \$454.5 million General Fund comprises approximately one-third of the County's budget. It is the largest pool of discretionary funds that the Board of County Commissioners can allocate with few restrictions. Resources include property taxes, business income taxes, motor vehicle rental taxes, interest earnings, state shared revenues and beginning working capital. For FY 2013, the General Fund also includes FQHC Medicaid wraparound reimbursement.

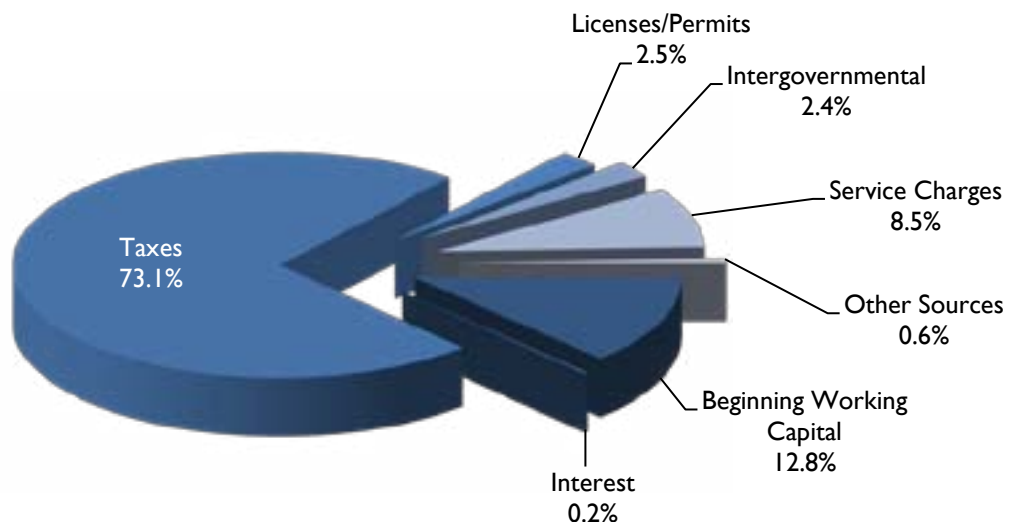
The following graph shows total General Fund 'spending', including cash transfers, service reimbursements, contingencies, and unappropriated balances (reserves), from FY 2005 through FY 2013. The Temporary Personal Income Tax (ITAX) is shown from FY 2005 to FY 2010 and is not significant enough to warrant being called out separately in subsequent years. Additionally, the graph shows how much one-time-only (OTO) and ongoing funding was spent in the General Fund in fiscal years FY 2007 - FY 2013. Combining each segment provides the total General Fund.



### *General Fund Revenues*

General Fund resources for FY 2013 (excluding service reimbursements and cash transfers) have increased from FY 2012. Resources are budgeted at \$429.5 million – a \$37.8 million or 9.6% increase over FY 2012. An accounting change that has the County recording \$28.5 million of FQHC wraparound payments in the General Fund constitutes the majority of the increase. A \$11.3 million (3.7%) increase in taxes and a \$3.6 million (7.0%) increase in BWC also drive the increase. These increases are somewhat offset by \$5.2 million of Video Lottery funds no longer being recorded in the General Fund.

Taxes make-up the majority of General Fund revenues, and if one excludes BWC, service reimbursements, and the FQHC payments, taxes account for the nearly all of the Board's discretionary ongoing funds. Property taxes, accounting for \$239.3 million, are budgeted to increase by 2.5%. Business income taxes, accounting for \$54.5 million, are budgeted to be up 11.5%. And, motor vehicle rental taxes, accounting for \$19.1 million, are budgeted to increase by 3.0%.



### *Use of One-Time-Only (OTO) Funds*

The FY 2013 budget contains approximately \$25.1 million of one-time-only General Fund resources after fully funding the County's General Fund reserves. The vast majority of these funds are from the projected FY 2012 ending balance, which includes the unused \$4.9 million BIT reserve, the remaining \$2.6 million in the General Fund contingency, and \$1.5 million set aside for IT projects.

The tables on the following two pages show how the OTO resources are planned to be used in FY 2013. The first table lists OTO resources supporting OTO expenditures or programs not expected to continue beyond FY 2013. The second table lists OTO resources supporting ongoing programs or those expected to operate beyond FY 2013.



# Budget Director's Message

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## One-Time-Only Resources Spent on One-Time-Only Programs

Prog #	Program Name	Dept.	FY 2013 TOTAL General Fund	Other Funds	OTO Only General Funds	% OTO General Funds
10034A	Office of Sustainability	Nond	\$568,727	\$0	\$20,000	4%
10035B	Summer Youth Connect <sup>1/</sup>	Nond	0	100,000	100,000	100%
10036	Climate Adaptation Planning Project	Nond	42,318	0	42,318	100%
10037	Continuity of Operations Planning	Nond	54,486	54,486	54,486	100%
10038	Disaster Preparedness for Vulnerable Populations	Nond	42,318	0	42,318	100%
10039	Rosewood Initiative	Nond	70,000	0	70,000	100%
Multiple	DA's ITAR Balance	DA	60,000	0	60,000	100%
25027	ADS Administration - Medicaid Match funding	DCHS	227,242	1,044,165	154,000	68%
25028	Bed Bug Mitigation	DCHS	121,000	0	121,000	100%
25059	Peer-run Supported Employment Center	DCHS	80,000	0	80,000	100%
25080	Adult Addictions Treatment Continuum - Project Network	DCHS	3,036,340	8,607,578	250,000	8%
25133B	HSVP - Short-Term Rent Assistance	DCHS	500,000	0	500,000	100%
25133D	HSVP - Streetroots	DCHS	20,000	0	20,000	100%
25135	Commercial Sexual Exploitation of Children - Victims' System of Care	DCHS	420,000	0	420,000	100%
25139A	Anti-Poverty Services - Tax Preparation & Internet Access for Low Income Families <sup>2/</sup>	DCHS	813,811	795,501	40,000	5%
25153	Culturally Specific Parent Engagement	DCHS	50,000	0	50,000	100%
40013A	Healthy Start Initiative	HD	3,697,347	3,314,780	270,000	7%
40013B	General Field Nursing	HD	2,587,223	2,487,448	208,814	8%
40052B	Medical Examiner	HD	73,520	0	73,520	100%
50008B	DCJ Response to Commercial Sexual Exploitation of Children - Collaboration Specialist	DCJ	93,068	0	93,068	100%
50033	Juvenile Culturally Specific Intervention	DCJ	373,248	108,590	300,000	80%
50041A	Employment Transition Services for Gang Members	DCJ	3,069,129	6,274,177	65,000	2%
50059	Facilities Transition	DCJ	122,115	0	122,115	100%
50061	ASD State Funding Bridge	DCJ	508,265	0	508,265	100%
72025B	DCM DART County Clerk	DCM	456,636	0	456,636	100%
78043B	Administrative Hub Contracts Transition	DCA	103,442	0	103,442	100%
91004	Apartment Cat Trap-Neuter-Return Program	DCS	103,771	0	103,771	100%
91008B	Presidential Election	DCS	335,323	0	335,323	100%
91024	Safe Routes to Schools	DCS	30,000	0	30,000	100%
91023	Green Infrastructure - Fish Passage	DCS	35,000	0	35,000	100%
95000	BIT Reserve at 8%	Countywide	4,163,796	0	4,163,796	100%
95000	ITAB Cash Transfer	Countywide	1,500,000	0	1,500,000	100%
95000	Additional Contingency Above Base Level	Countywide	2,123,896	0	2,123,896	100%
95000	Contingency for SE Health Clinic Budget Note	Countywide	802,015	0	802,015	100%
95000	Contingency for Metamorphosis Budget Note	Countywide	265,000	0	265,000	100%
95000	Contingency for MCSO Hiring & Training	Countywide	239,000	0	239,000	100%
95000	Library Cash Transfer	LIB	10,000,000	0	10,000,000	100%
<b>Total OTO for OTO</b>			<b>\$36,788,036</b>	<b>\$22,786,725</b>	<b>\$23,822,783</b>	<b>65%</b>

1/ The OTO funds for this program are budgeted in Video Lottery Fund (1519)

2/ OTO includes \$20,000 for Internet Access and \$20,000 for Tax Preparation in the Video Lottery Fund (1519)



# Budget Director's Message

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## *One-Time-Only Resources Spent on Ongoing Programs*

Prog #	Program Name	Dept.	FY 2013 TOTAL General Fund	Other Funds	OTO Only General Funds	% OTO General Funds
25020A	Veteran's Reach In Services	DCHS	\$3,157,156	\$6,270,105	\$45,000	1%
25060A	2 Mental Health Residential Treatment Beds	DCHS	1,161,659	9,264,877	34,400	3%
25133A	HSVP - Alder Elementary Rent Assistance and Rent Assistance for 12 Families in Housing Stabilization <sup>1/</sup>	DCHS	1,466,568	1,460,234	114,000	8%
25136A	3 Emergency Shelter Beds for Homeless Youth	DCHS	661,585	3,332,679	39,880	6%
50012	3 Women's and 3 Children's Residential A&D Treatment Beds	DCJ	1,728,693	0	157,896	9%
60041H	MCIJ Dorm 4 <sup>2/</sup>	MCSO	633,302	0	633,302	100%
78046	Countywide Strategic Sourcing	DCA	492,451	0	242,451	49%
<b>Total OTO for Ongoing</b>			<b>\$9,301,414</b>	<b>\$20,327,895</b>	<b>\$1,266,929</b>	<b>14%</b>

1/ OTO includes \$60,000 for Alder Elementary and \$54,000 for Rent Assistance

2/ OTO funding for Dorm 4 will be absorbed and funded ongoing within MCSO's appropriation in FY 2014

### *General Fund Reserves*

The County maintains General Fund reserves outlined in the County's Financial and Budget Policies. In FY 2013, reserves are maintained in the General Fund equal to 10% of ongoing "corporate" General Fund revenues – resources that the Board has wide discretion over, such as property taxes. The FY 2013 budget fully funds the General Fund reserves at \$32.1 million and is in compliance with the Financial and Budget Policies. The level of General Fund reserves is considered a fundamental measure of financial health.

The FY 2013 budget also contains an additional 8% BIT Stabilization Reserve of \$4.2 million. This stabilization reserve is in addition to the General Fund reserve and is specifically intended to mitigate the risk of an unexpected downturn in the regional economy as the BIT is a volatile revenue source.

### *Policy Issues and Opportunities*

### *Organization-wide Issues*

#### **Library District**

FY 2012 is the last year of the current 5-year local option levy, which provides about two-thirds of the funding for the library. The FY 2013 budget assumes that the proposed Library local option levy renewal passes in May at the current rate of \$0.89 per \$1,000 assessed value. The current rate will not provide sufficient funding to maintain current service levels. This occurs because taxes from the local option levy have declined (been compressed) due to Measure 5 property tax limits. In FY 2010, property tax compression was 15.6% and by FY 2012 property tax compression had climbed to 32.6%. For FY 2013, compression is projected to increase to 36.7%. The increased compression means over a 3-year period, the library has seen its local option tax levy reduced by 21.1%.

As the \$0.89 levy does not provide sufficient funding to maintain current library services, the library has tapped into its fund balance for the last three years in order to maintain services. The proposed renewal levy at the current rate results in a funding gap of about 20-25% for FY 2013. In recognition of that gap, the Board has committed an additional \$10 million in one-time-only General Fund support to mitigate the reduction in revenue over the three years of the proposed levy. This reduces the funding gap to about 10% or roughly \$6.5 million for FY 2013.

In order to close the \$6.5 million gap in FY 2013, the library will make service reductions that include: closing all locations one day/week and reducing hours; a \$1.0 million reduction in the budget for library materials; and a corresponding reductions in management, administrative, and support costs. System-wide, Libraries will be open six days a week; continue programs for young and school-age children; continue services for seniors, job seekers, small business owners, those speaking English as a second language, and homebound individuals; and continue to buy new books, magazines and other materials.

### **Health System Transformation**

The State is in the midst of transforming the way healthcare is delivered to people covered by the Oregon Health Plan, with the ultimate goals of improving health, providing better care, and reducing costs. As part of this effort, Multnomah County is taking part in the creation of a Coordinated Care Organization (CCO), a local health entity that will work to improve the health of the Medicaid and high-risk uninsured population in Multnomah, Clackamas, and Washington counties. The State is assuming significant savings from health system transformation over the next few years, which will be reflected in changes to state funding and how the County's budget accounts for those changes.

For the current biennium, the State has assumed that health system transformation will result in \$239 million in savings to the State general fund. To the extent those savings may not be fully realized, the State has been working with the Federal government to secure additional funding. In May, the State reached an agreement with the Federal government of \$1.9 billion over five years to support transformation. It includes \$620 million in the first year, with a requirement that Oregon reduce overall Medicaid costs by two percent. If such a reduction is not achieved, receipt of the remaining Federal funds will be in jeopardy. The State is also looking at estimates that show CCOs could reduce costs by over \$1.0 billion in State and Federal dollars in the next three years and over \$3.0 billion in the next five years.

### **Climate Action Plan**

On October 28th & 29th, 2009, the Multnomah County Board of Commissioners and Portland City Council unanimously adopted the 2009 Climate Action Plan, which established a goal of reducing community-wide greenhouse gas emissions 80% below 1990 levels by 2050. The Climate Action Plan serves as a road map for the City and County to achieve this goal, and is designed around nearly 100 specific actions that will be revised every three years.

In FY 2012, significant progress was made in advancing the early City and County actions, and an interim progress report showed that countywide greenhouse gas emissions have been reduced 6% below 1990 levels. In FY 2013, work will continue toward substantially completing all of the initial City and County three year actions, and a process to develop new three year actions will be completed. Critical work in the area of adapting County operations and the community to climate change is underway, and a joint City/County Adaptation Plan will be developed in FY 2013.

### **Merit, Step, and COLA Wage Increases**

The backbone of our organization has been and continues to be our workforce, which absorbed increased workloads and achieved increased efficiencies with fewer resources amidst competing demands and increased

## *Personnel Costs*

community expectations and needs during this economic downturn. The FY 2013 budget includes a merit and cola adjustment for most of the labor groups. Over the past few years, these groups have taken wage and/or COLA freezes.

### **COLA Freeze for AFSCME Local 88**

The FY 2013 budget is balanced in part through a cost of living adjustment freeze by agreement of the County's largest union, AFSCME Local 88 that saved a total of \$6.4 million (\$2.8 million in the General Fund and \$3.6 million in other funds) for FY 2013. Local 88 did receive a step and COLA adjustment in FY 2012 when management and executive employees did not.

### **Other Post-Employment Benefits**

The County offers retirees over the age of 58 the benefit of partially subsidized medical benefits until the retiree is eligible for Medicare. In 2004, an accounting rule change by the Governmental Accounting Standards Board required the County to report the value of the insurance benefits promised to retirees as a liability on our annual financial statements. The County contributes 2.0% of current payroll costs to support the retiree medical insurance program. This provides for both the County's share of retiree medical premiums and a contribution towards a reserve that is held in the Risk Fund. That reserve is not sufficient to cover the full amount of the anticipated liability. The unfunded liability is approximately \$155 million and our current reserve is set at \$20 million. The County's financial policies establish a goal of funding 20% of the liability by 2013, and the current reserve amount represents 13% funding of the full actuarial liability.

### **Public Employee Retirement System (PERS)**

The County participates in PERS, a cost sharing, multi-employer defined benefit pension plan administered by the State of Oregon. For FY 2013, the County's PERS rates remain unchanged from the previous year. PERS rates are established biennially with the next valuation scheduled to take effect July 1, 2013.

The County has accumulated reserves in the PERS Bond Fund that has allowed the County to provide an offset to future rate increases. For instance, Departments were charged a higher internal rate than the County was required to pay into the PERS system when the County recognized that losses after the actuarial valuation would lead to higher rates in the long-term. This allowed the County to smooth, and stabilize, the budgetary impact to direct services and programs. Proactive management of the PERS liability has been noted in recent Moody's rating analysis. Significantly, an additional 6.0% contribution to uniformed employees in one bargaining unit has been reduced through bargaining and will ultimately be phased out. This will have a positive impact on the County's long-term PERS liability.

### *New Facilities and Operations*

Based on the December 2010 actuarial valuation and PERS earnings during 2011, it is anticipated that PERS rates will increase significantly in FY 2014. The County's ability to smooth our internal rates may be limited.

#### **Healthcare Costs**

The County strives to offer its employees a wage package that is competitive with peer organizations in the public and private sector labor markets. Over the last few years, one of the greatest challenges facing the County has been the increased cost of health insurance. Annual increases (e.g., for treatment, hospitalization, and prescriptions) have historically risen at roughly double the rate of core inflation. Recently, however, the increases in healthcare costs have slowed somewhat. This has enabled the County to increase internal services charges for employee healthcare benefits a modest 4.5% for FY 2013. The County continues to explore trends in the healthcare industry and alternatives to the current benefits plans in order to minimize future increases in healthcare costs.

#### **New Facilities and Operations**

The Sellwood Bridge project will replace the current 84-year old Willamette River crossing with a new bridge and will connect with Highway 43 right-of-way. The current cost estimate is \$290 million and the funding plan includes the following secured sources:

- \$127 million - Multnomah County Vehicle Registration Fee (\$19 per year)
- \$80 million - City of Portland (new revenues from the Oregon Jobs and Transportation Act)
- \$35 million - State of Oregon (Jobs and Transportation Act) for Highway 43 interchange
- \$17.7 million – Federal TIGER III grant awarded January 2012
- \$15.6 million - Previously secured funds after the planning phase

Construction of the temporary piers for the detour bridge began December 2011 and the temporary bridge is expected to be open in September 2012. New bridge design is on schedule and is expected to open in 2015.

#### **New Information Technology Data Center and Disaster Recovery Capabilities**

In FY 2010, the County began a project to replace the outdated IT Data Center facility, which houses critical IT infrastructure and data storage. IT partnered with Facilities to select the new East County Courthouse as one of the "co-location" sites for the new IT Data Center, which will operate in two locations in order to provide backup capabilities the County currently lacks. The East County Courthouse opened for business on April 10, 2012, and the transition of data to servers at the East County Courthouse building is underway and should be completed in early FY 2013.

The new two-site data center model will add critical disaster recovery capabilities to ensure the county's ongoing IT operations in case of an emergency or disaster. Locating in a new building has allowed the County to upgrade our network infrastructure and add additional technical capabilities provided by a vendor. Full operating costs for both data centers have been budgeted in the IT rates for FY 2013.

### **Facilities Capital Improvement and Asset Preservation Budgets**

The County's capital program for facilities monitors, upgrades, and improves the County's portfolio of owned buildings. The program operates on a pay-as-you-go basis for normal repairs and equipment replacements. A capital preservation fee is assessed to all County tenants based on space occupied in order to pay for the replacement of building systems at the end of their useful lives. For FY 2013, the capital fee will collect just over \$6 million for repairs and improvements to County buildings.

The County has an estimated deferred maintenance and seismic liability of \$231.2 million for County buildings, of which \$209.3 million is seismic liability. Addressing the deferred maintenance backlog and seismic liability will require new sources of revenue to replace or repair these County assets.

### **Facilities Strategic Plan**

In 2005, the current Facilities Strategic Plan was adopted by the Board. That plan laid out capital strategy and policies for the County. As the County is faced with ongoing budgetary constraints, continued facility deferred maintenance, and building costs that are above manageable levels. The FY 2012 budget included funding for a new Facilities Strategic Plan. The new plan will describe current and future facility needs for County programs based upon the demographics of their clients, as well as the location, cost and physical conditions of County buildings and leased space. The plan will propose new policies to guide long term capital asset strategy for County buildings and transactions and projects to transform the current building portfolio into one that is financially sustainable. It is anticipated that the plan will be completed by the end of FY 2012.

### **Downtown Courthouse Planning**

The current downtown Courthouse is obsolete and poses a hazard in the event of an earthquake. In FY 2006, the Board declared the North Bridgehead Block as the preferred site for the proposed new downtown Courthouse. The County has been investigating the zoning and land use issues which currently encumber the site. Relocating the Hawthorne Bridge off-ramp that bisects the property will take place after the zoning and land use issues are addressed. The County recently completed an architectural study describing the feasibility of renovating the Downtown Courthouse while maintaining a substantial portion of operations during construction. The study is being reviewed by Board members no policy decisions have been made that change the 2006 plan.

### **Education Urban Renewal Area**

The Board of Commissioners approved an Intergovernmental Agreement with the City of Portland, the Portland Development Commission (PDC) and Portland State University (PSU) to create the joint human services and community health initiative with PSU and receive funds from the proposed Education Urban Renewal Area to develop a new County facility. The City of Portland is scheduled to review the formation of the urban renewal area in May, 2012. The proposed urban renewal district is proposed to help Portland State University “continue to accelerate the region’s growth and excellence.” The proposed district would provide \$169 million for investment in “educational facilities, affordable housing and private taxable development”. The proposal would also provide \$19 million from the district to the County to help construct a new building for the Department of County Human Services.

### **U2 Health Headquarters**

In 2011, Multnomah County and Home Forward (formerly Housing Authority of Portland) prepared a feasibility report to relocate operations from the outdated McCoy Building on 426 SW Stark to a new Health Department facility on the east half of block U in downtown Portland. The McCoy facility, built in 1923, needs significant maintenance and seismic investments and the U2 site is well situated next to the Bud Clark Commons day center and shelter with easy access to public transportation. The McCoy facility houses the Westside Health Clinic, TB and STD clinics, and a variety of other clinical functions. Negotiations are underway between the City of Portland, Home Forward, and Multnomah County to secure an agreement to finance and develop the project.

The FY 2013 budget includes an appropriation to provide for pre-development costs that may be incurred during the year. The new building and relocation of current operations together would cost an estimated \$38.5 million and \$26.9 million of the requisite funds could come from an anticipated distribution from the Portland Development Commission for River District capital projects.

### **Wapato**

The 525-bed Wapato Jail was built in 2006. There is currently insufficient funding to operate this facility. The FY 2013 budget includes \$373,000 for “mothball” costs for the year. The County continues to seek sustainable funding for operating this facility or opportunities for leasing it to another jurisdiction.

### *Future Budget Pressure*

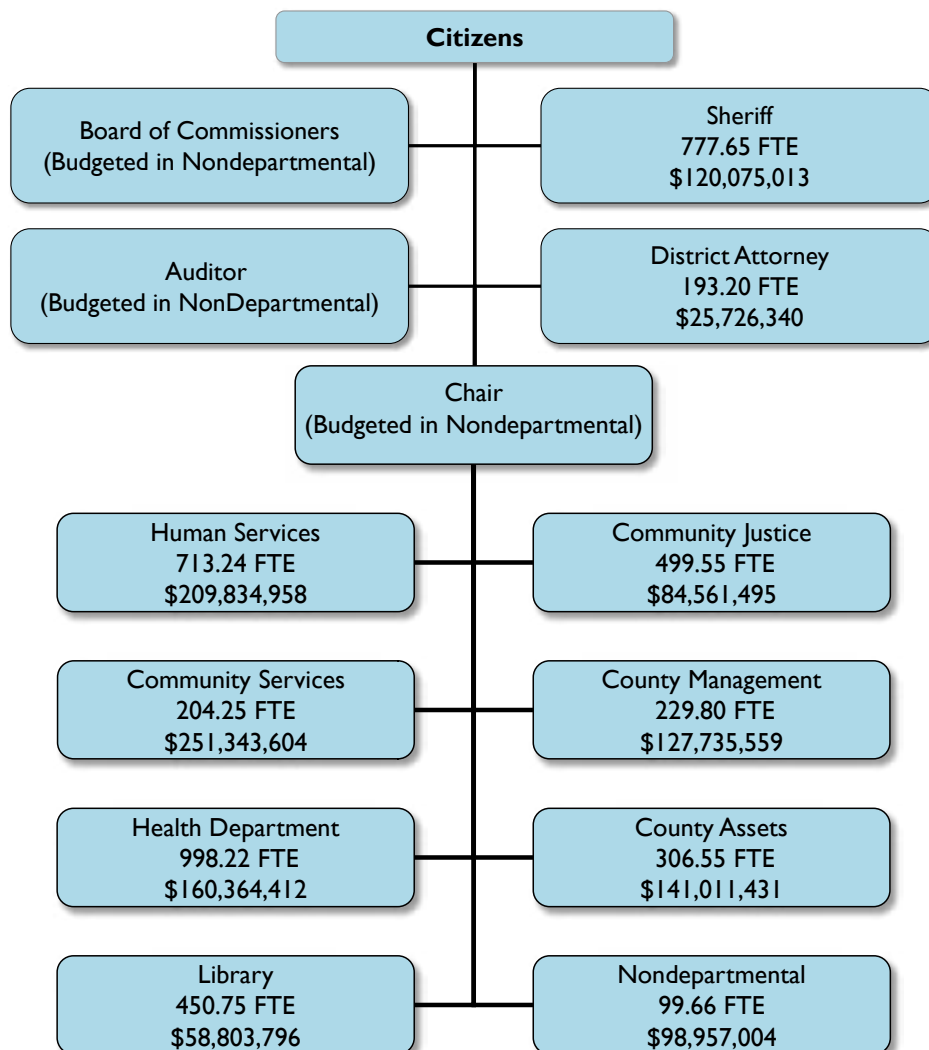
While the County is in the midst of an economic recovery, we are not immune to broader economic issues and will continue to face internal and external budget pressures in years to come. For example, past budget decisions such as the opening of new facilities, have an impact on future years' budgets. The following list is a brief outline of the budget pressures that the County will monitor for impact beyond FY 2013.

- **State and Federal budget cuts** – The County has experienced significant State funding reductions since FY 2009. Additional cuts could be forthcoming in the State's next biennial budget and result in continued cost-shifting by the State. The President and Congress are also pursuing federal budget cuts and/or freezes to key County funding sources.
- **Capital investment** – There is currently no ongoing funding stream to pay for capital investments to maintain the portion of the County's infrastructure that is near the end of its useful life or for new facilities.
- **Healthcare costs** – While the rate of growth in County healthcare costs has slowed in recent years, it still exceeds the rate of inflation.
- **Pension and post-employment benefit costs** – While the County's pension and post employment benefit funds are among the best funded in the country, funding will need to increase with costs (e.g., increasing salaries ) to maintain these favorable levels.
- **Technology** – As technology becomes more prevalent in day-to-day County operations, the associated infrastructure and support costs also increase. There is currently no ongoing funding stream to pay for technological investments.



### Multnomah County Organization Chart

Multnomah County delivers its services through ten departments including three managed by independently-elected officials: Dan Staton, Sheriff; Michael Schrunk, District Attorney; and Steve March, County Auditor. There are 4,472.87 full time equivalent (FTE) positions in this budget.



### Appreciation

This document is the outcome of many hours of hard work and analysis by County agencies and their staff and I would like to take this opportunity to thank these people for their contributions. Particularly, I want to thank the leadership in the Chair's Office: County Chair, Jeff Cogen; Chief of Staff, Marissa Madrigal; Chief Operating Officer, Joanne Fuller; and, Assistant to the Chief Operating Officer, Rachel Philofsky . I also want to extend my sincere appreciation to the staff in the County Assets Administrative Hub and to department heads and constitutional officers along with their budget teams and staff for their cooperation and assistance.

Finally, I want to acknowledge the remarkable teamwork by the people in the Central Budget Office who gave their very best in putting this budget together: Mike Jaspin, Ching Hay, Christian Elkin, Shannon Busby, Paula Watari, Jennifer Unruh, and Althea Gregory.

It is my honor to work with the dedicated people who serve our County.

Karyne Kieta  
Multnomah County Budget Director

## FY 2013 Budget Notes

### *Southeast Health Center*

The following budget notes were adopted by the Board of County Commissioners on May 31, 2012. Board discussion and deliberation is an integral part of the county budget process. Budget notes document policy discussions and decisions made by the Board of County Commissioners during the budget worksessions and provide direction to departments in achieving the Board's policy goals during the fiscal year.

Re-opening the Southeast Health Center in FY 2013 is a priority of the Board of County Commissioners. This budget sets aside \$802,015 in General Fund contingency for the capital construction necessary to open the clinic. The Health Department is working to reduce and finalize the construction budget, right now estimated at \$1.7 million and to reach out to partners to help close the capital funding gap. The goal is to open the SE Health Center by April 2013 to ensure the successful transfer of Westside clients. The Health Department will return to the Board when budget, financing and construction plans are finalized through the FAC-I process to request release of these funds.

### *Couch Street Houses*

The Couch Street Transitional Houses are an asset to the County and the community, as they provide affordable transitional housing options for women under the supervision of the Department of Community Justice. With the understanding that there are fiscal challenges to the continued ownership of these houses, the Board requests DCJ form a workgroup, including members of Board staff, to look at similar County disposition processes and return to the Board by August with recommendations. The Board also requests that the recommendations include how we maintain transitional housing options for this population.

### *OTO for Corrections Deputy Hiring*

Earmarks \$239,000 of one-time-only funds for the Multnomah County Sheriff's Office to hire, equip and train Corrections Deputies to fill vacant positions and reduce the reliance on overtime to fill corrections posts.

During the request for funds, the Sheriff's presentation will include the following information:

- How the FY 2012 and FY 2013 funding was spent (budget vs. actual)
- Number of corrections deputies hired by month with this funding (including FY 2012)
- Number of correction deputy vacancies remaining
- Number of retirements by month since July 1, 2011
- Overtime spending of both corrections and law enforcement, broken down by division and by facility (by month, fiscal year-to-date)
- Current year estimate and projected year-end General Fund spending vs. budget

### *High Priority Building Projects*

The Board of County Commissioners directs the Department of County Assets to identify a list of high priority building upgrades, deferred maintenance, or lifecycle replacement that would maximize energy savings and efficiencies. DCA should work with the Chief Financial Officer to identify potential funding options and timelines, and return to the Board with recommendations for further action by September 30, 2012. In considering funding options, the Chief Financial Officer (CFO) should recommend the appropriate size and scope for the relevant funding tool.

### *Commission on Children, Families and Communities*

In 2012, the Oregon Legislature passed HB 4165 abolishing the State Commission on Children, Families and Communities (CCFC) and established a new model for delivering early childhood services. The new model calls for the creation of Community Based Coordinators of Early Learning Services, which will replace the work of local Commissions on Children Families and Communities. Multnomah County's Government Relations Office is leading an internal Early Learning Council (ELC) workgroup to look at this new system and review the county's roles and responsibilities.

The Government Relations Office will work with this work group and the Budget Office to develop a transition plan from our existing local commission model to the new Early Learning Council model. The Government Relations Office should report to the Board by September 1, 2012 with recommendations for a transition plan.

### *PERS Funding*

The Chief Finance Officer will prepare a briefing and identify opportunities for the County to mitigate the impact of PERS rate increments on direct services and offer specific recommendations as to how to manage PERS liability. The briefing should include legislative changes, issuance of pension obligation bonds or other financing alternatives.

The CFO should report back to the Board by November of 2012.

### *Impacts of City of Portland Funding on the District Attorney's Office*

The Board directs the District Attorney's Office to provide a status briefing no later than July 31, 2012 on overall city funding and the impact of the loss of a 0.50 Deputy District Attorney 2 position assigned to the Service Coordination Team program. The Board is concerned that the loss of this position will adversely impact the effectiveness of the Service Coordination Team's efforts to address chronic crime issues and reduce recidivism rates for offenders entering the program.

### *Project Metamorphosis*

This Budget Note is the result of the loss of funding for Project Metamorphosis. Outreach screening and assessment, peer mentoring, counseling, support groups and psychiatric assessment have been provided to over 276 homeless youth annually using this program model. Due to compression impact on the Portland Children's Levy, this recognized program for homeless mentally ill youth lost its funding. It is the concern of the Board that access to critical mental health and addictions treatment for homeless youth will be lost, leaving a serious gap in services for this vulnerable population.

The Department of County Human Services will work with the District 3 and District 2 Offices, the City of Portland, the Homeless Youth Oversight Committee and other identified leaders to assess the impact of loss of funding to Project Metamorphosis, a program to engage and encourage homeless youth to exit street life.

This assessment will result in options and recommendations for serving homeless mentally ill youth, and DCHS will report their findings to the Board of County Commissioners no later than October 2012. The Board earmarks \$265,000 in the General Fund contingency to address such options and recommendations.

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Amy Joslin Ecoroof  
at the Multnomah County Building.



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### Introduction



Multnomah County is home to 741,925 residents, making it the most populous county in the state of Oregon. The county is located in Northwestern Oregon where the Columbia and Willamette rivers meet. It is bordered by the State of Washington to the north and is surrounded by Hood River, Clackamas, Washington and Columbia Counties in Oregon. The county seat is Portland, which is also the largest city in the State of Oregon (see page 10 for a detailed map).

Multnomah County is the smallest county in Oregon and includes densely populated urban areas as well as rural land. The County covers 465 square miles, most of which lie in the Willamette Valley between the Cascade Mountains to the east and the Coast Range to the west. The elevation ranges from 77 feet above sea level in Portland to 1,224 feet above sea level at Big Bend Mountain in the Cascade foothills.

### Form of County Government

Multnomah County is governed according to its Home Rule Charter. Multnomah County's legislative body, the Board of County Commissioners, is composed of four non-partisan County Commissioners elected from geographical districts and the County Chair, who is elected at large and serves as both chief administrator and legislator. The County has three other independently elected positions -- the Sheriff, the District Attorney and the Auditor.

There are 40 governmental districts located wholly or partially inside of Multnomah County. Portland (population 583,546) and Gresham (population 105,795) are the two largest cities in Multnomah County. Other major governmental entities located within Multnomah County include Metro, Portland Public Schools, the Port of Portland, TriMet, and Portland Community College. Overlapping districts share a tax base, infrastructure and services with Multnomah County.

*Sources: Portland State College of Urban and Public Affairs Population Research Center; Tax Supervising & Conservation Commission*



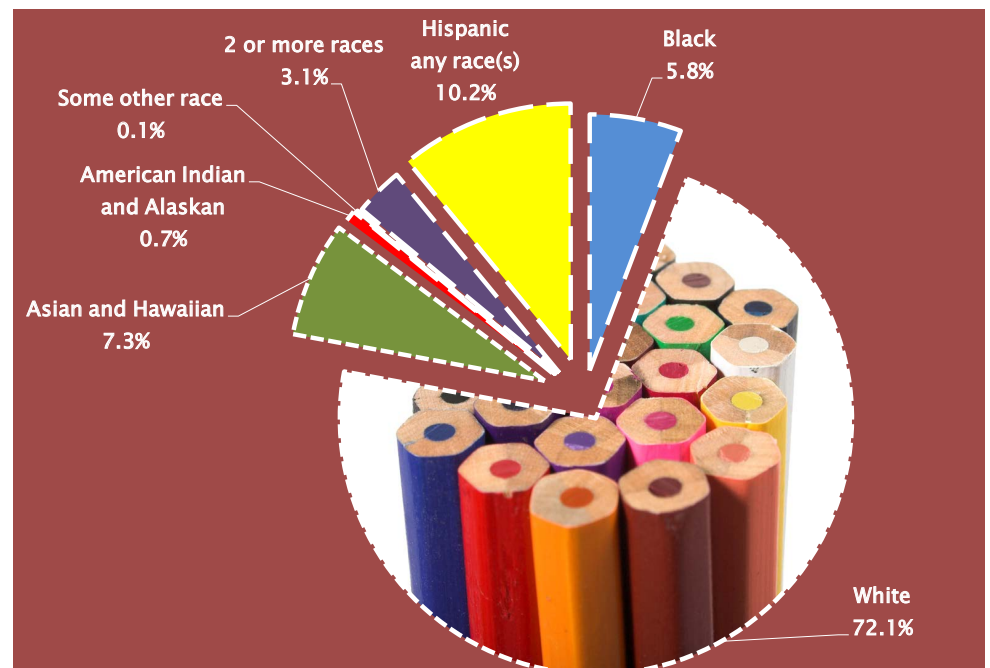


### Population

#### *Race and Ethnicity*

Multnomah County's current population is estimated at 741,925 residents, a 12.0% increase since 2000. Multnomah County is growing at a slightly slower rate than the state of Oregon as a whole, which has grown 12.2% since 2000. Multnomah County has a population density of 1,596 people per square mile.

According to the US Census, in 2010 Multnomah County's population was 72.1% White, 7.3% Asian or Hawaiian Native, 5.8% Black, 0.7% American Indian, and 3.1% Other Races. Approximately 10.2% of the County's population is Hispanic. Hispanics are the County's fastest growing racial or ethnic group, with 66.0% population growth between 2000 and 2010, compared with 15% population growth for the County as a whole.



### Income

Multnomah County is also home to diverse languages and nationalities, with 14.2% of residents born in another country, compared with 9.8% for Oregon as a whole. 19.7% percent of County residents over the age of 5 spoke a language other than English at home. Of those speaking a language other than English at home, 43.2% spoke Spanish and 56.8% spoke another language.

Multnomah County has the one of the highest levels of per capita income in the state of Oregon. According to the federal Bureau of Economic Analysis, in 2010 Multnomah County had a per capita personal income of \$39,945, fourth highest in the state.

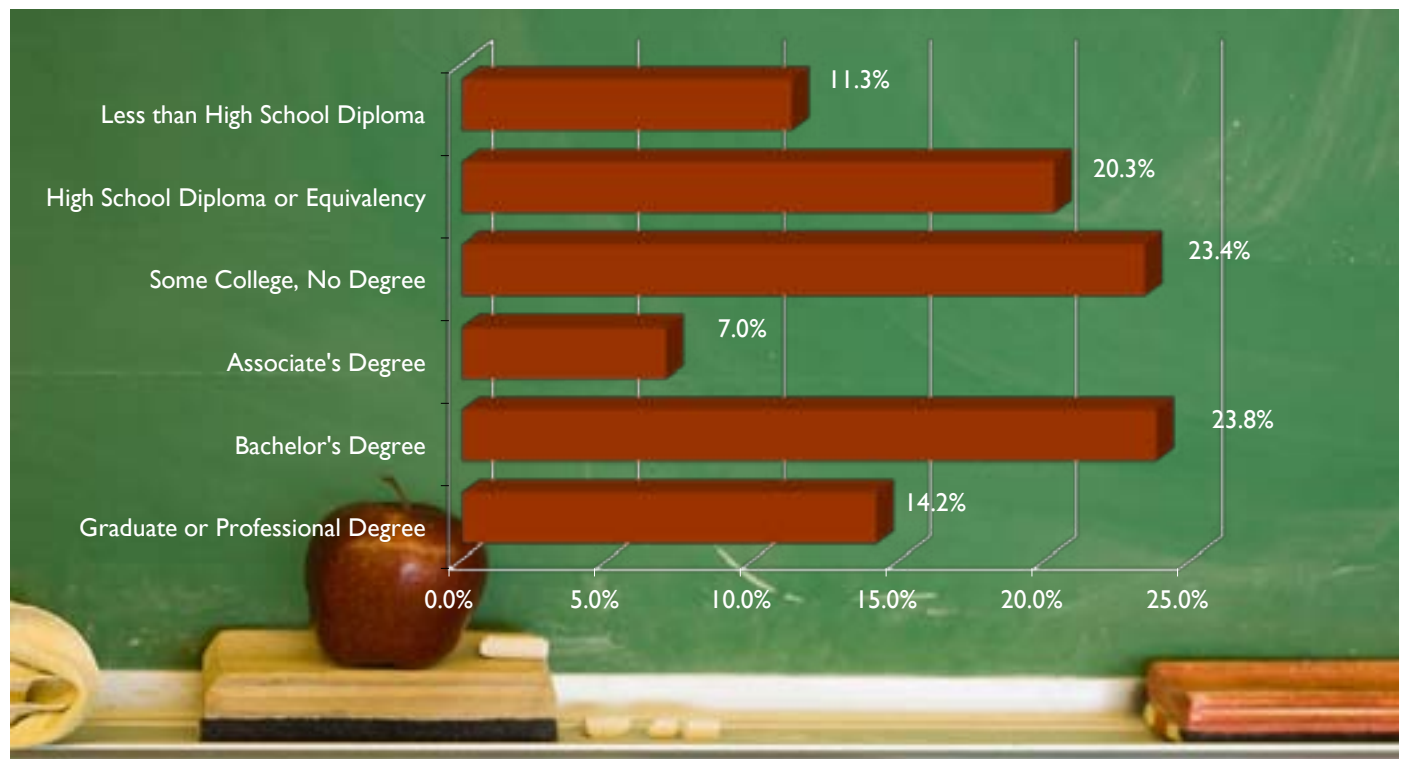
### Education

An estimated 90% of Multnomah County's school aged population is enrolled in public schools. Public school districts in Multnomah County include Portland Public Schools, Parkrose, Reynolds, Gresham-Barlow, Centennial, Corbett, David Douglas, and Riverdale.

There are a number of post-secondary schools in Multnomah County. Portland State University has a total enrollment of almost 29,000 for the 2011-2012 school year. Multnomah County is also home to Oregon Health Sciences University, which educates health professionals and is a leader in biomedical research. Other colleges include Lewis & Clark College, the University of Portland, and Reed College. Portland Community College and Mount Hood Community College both educate County residents and are partially supported by local property taxes.

Multnomah County residents have above average educational achievement for the state of Oregon. In 2010 38.0% of county residents 25 years and over had achieved a bachelor's degree or higher compared to 28.8% statewide.

Sources: American Community Survey; Oregon University System; Portland Pulse

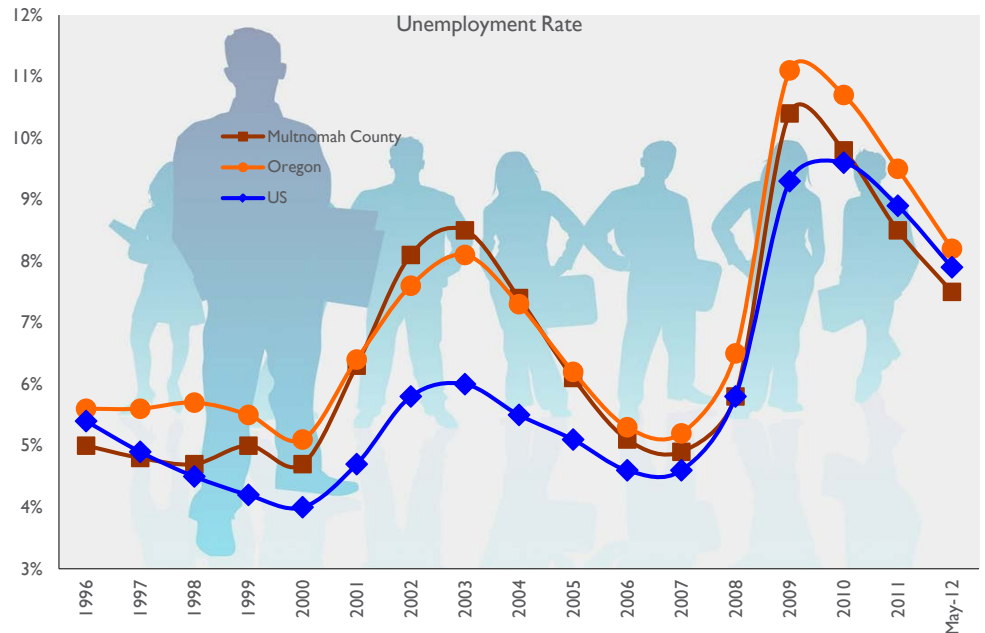


Source: American Community Survey

## Employment and Industry

### Employment

Multnomah County saw a net increase of 9,200 jobs (+2.2%) from November 2010 to November 2011. The State of Oregon as a whole gained a smaller percentage of its jobs during this period, close to 18,000 jobs. The County's unemployment rate has decreased from 8.5% in 2011 to 7.5% in May 2012.



Source: Oregon Labor Market Information System (OLMIS)

### Industry

In 2011, the three industries with the most employees in Multnomah County were trade, transportation and utilities at 18.4% of total employment, government at 16.5%, and professional and business services (including scientific and technical services and management companies) at 14.9%

The Port of Portland operates Portland's harbor, and serves more than one thousand business in Oregon. Its major trading partners include Japan, South Korea, China, Taiwan and Mexico and it is the largest automobile import port in the United States.

Multnomah County leads the country in craft brewing and distilling, a growing trend in the beverage industry. According to the Oregon Brewers Guild, the Portland metro area is the largest craft brewing market in the US with 64 breweries and 49 in Portland proper, more than any other city in the world.

Sources: OLMIS; World Port Source; Oregon Brewers Guild

## Transportation and Infrastructure

### *Portland International Airport*

### *TriMet*

Multnomah County is served by an international passenger airport, a local bus and light rail system, and the interstate highway system. Approximately 66.4% of Multnomah County workers age 16 and up drive alone to work. 10.9% take public transportation, 9.1% carpool and the remainder get to work by biking, walking, or working from home.

Multnomah County is connected to the wider region by seven major highways: Interstates 5, 84, 205, and 405 and U.S. Highways 26, 30, and 99. The County operates and maintains over 300 miles of roads and 18 vehicular bridges, including 6 bridges over the Willamette River.

Portland International Airport is located on the northern border of Multnomah County. Portland International handled 13.2 million domestic and 0.4 million international passengers in 2011. The airport also serves as a regional hub for flights to smaller cities in Oregon and other Western destinations.

The Tri-County Metropolitan Transportation District (TriMet) operates 79 bus lines, a light rail system, and a commuter rail system that together connect Multnomah County with neighboring areas. Riders boarded a TriMet bus, MAX train or WES train 100.0 million times in Fiscal Year 2011.

*Sources: American Community Survey; Port of Portland; TriMet*



## Culture and Recreation

### *Arts and Entertainment*



### *Recreation*

Multnomah County is a regional destination for the visual and performing arts and hosts numerous festivals, concerts, and sporting events every year. The County also has a mild climate and extensive public space for relaxing or exploring.

The County is home to major arts and cultural institutions, including the Portland Classical Chinese Garden, Oregon Museum of Science and Industry, the Oregon Symphony, and the Portland Art Museum. Festivals are held year-round in Multnomah County, including the Oregon Seafood and Wine festival, the Portland Rose Festival, the Mt. Hood Jazz Festival, and the Holiday Ale Festival.

Multnomah County is also home to three professional sports teams: the Portland Trail Blazers (National Basketball Association), the Portland Winterhawks (Western Hockey League), and the Portland Timbers (Major League Soccer).

Multnomah County is home to over 37,000 acres of parks and numerous natural areas. The gateway to the scenic Columbia River Gorge is located in eastern Multnomah County. The Gorge is a spectacular river canyon, 80 miles long and up to 4,000 feet deep, with numerous areas for hiking, camping, boating, and day trips. Portland's Forest Park, the largest urban forested natural area in the nation, covers over 5,000 acres of urban land and has over 70 miles of trails. The County also hosts Portland's International Rose Test Garden, the oldest rose garden in the nation.



Columbia River Gorge

### *Climate*



Multnomah County typically has a mild climate that is heavily moderated by the Pacific Ocean. December is typically the coldest month with an average low of 36 degrees Fahrenheit and August is typically the hottest month with an average high of 80 degrees Fahrenheit. Multnomah County experiences greater cloud cover and precipitation during winter months – there is an average of 6.9 inches of precipitation in December, while the average for August is 0.7 inches.



Photo Credit: Trevor Miller

### Fun Facts

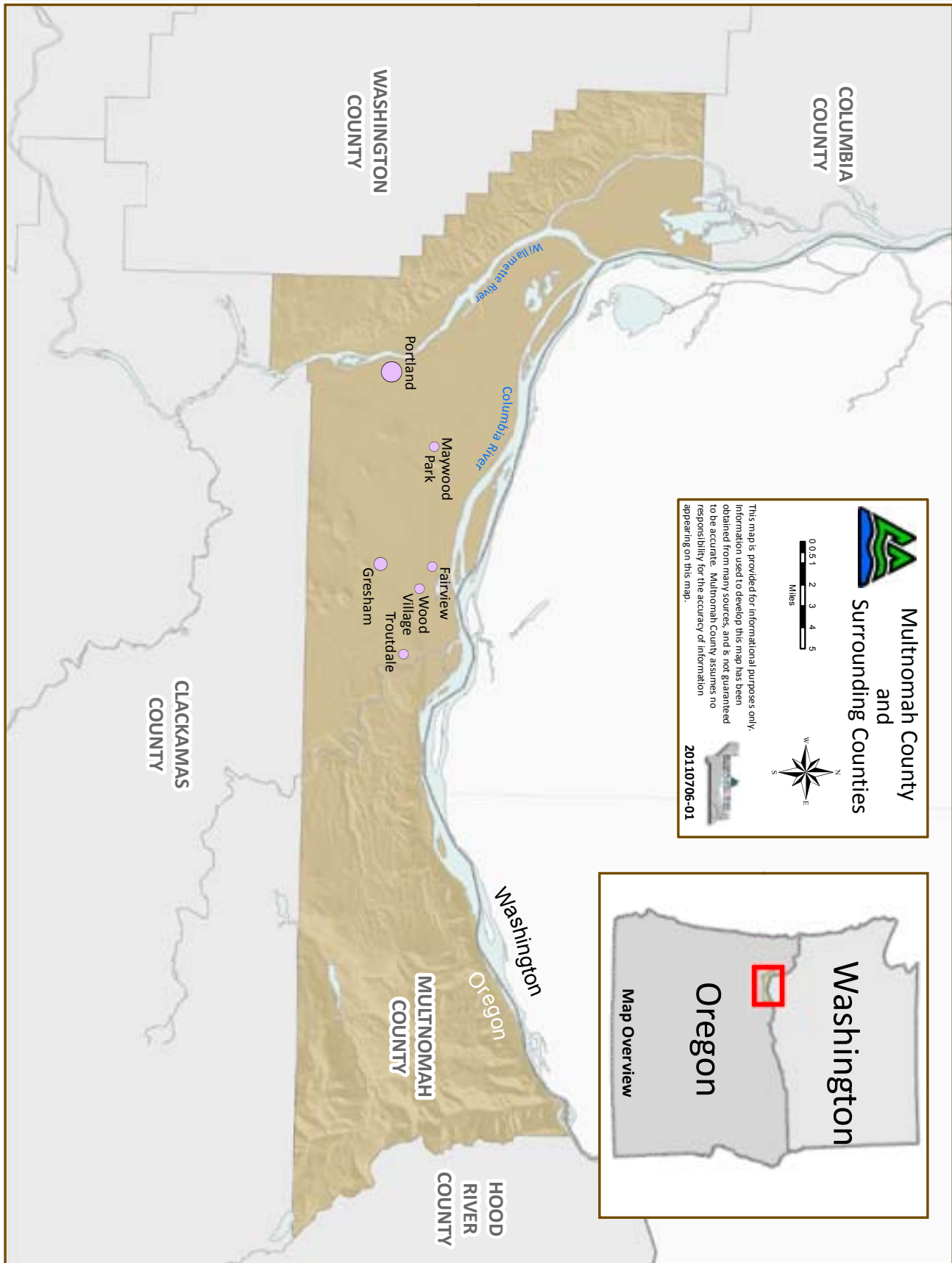
- Portland's name came from the results of a coin toss by founders Asa Lovejoy from Boston, Massachusetts, and Francis Pettygrove of Portland, Maine who wanted to name the city after their hometowns.
- There is no sales tax in Oregon.
- "The Simpsons" creator Matt Groening's hometown is Portland and many of the show's characters are named after Portland streets and locations
- The Portland Saturday Market is the country's largest continuously operating open-air crafts market.
- Powell's City of Books that occupies an entire downtown Portland block is the world's largest independent bookstore.
- Multnomah County is home to Mill Ends Park, the world's smallest public park at 452 square inches.
- The sculpture Portlandia located on the Portland building in downtown Portland is the second largest hammered copper statue in the country, second only to the Statue of Liberty.

Sources: The Weather Channel, Travel Portland, PortlandNeighborhood.com



# Meet Multnomah County

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# How Multnomah County Budgets

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## Reader's Guide

The budget document for Multnomah County consists of three separate volumes structured as summarized below.

### **Volume I – Policy Document and Legal Detail**

- Mission, Vision, Values
- County Chair's Message – Budget message to citizens.
- Budget Director's Message – Introduction and general overview to the budget, explaining major issues affecting decisions.
- Meet Multnomah County - Social, economic and demographic overview of the County.
- How Multnomah County Budgets – Description of the budget process that is used to guide the County in making decisions.
- Financial Summaries – Summary of resources and requirements, property tax information and debt schedule.
- Budget by Fund/Legal Detail – Display of financial summaries, as well as detail by department by fund.
- Capital Budget – Summary of the County's plan to determine long term financing for fixed assets.
- Financial and Budget Policies – Summary of the Board approved policies that dictate how the County approaches financial decisions.
- Glossary of Terms and List of Acronyms

### **Volumes 2 and 3 – Program Information by Department**

The budget is structured around the County's ten departments. Volumes 2 and 3 contain the program offers that were funded in each of the County's departments and Nondepartmental agencies. The departmental sections include a department introduction, budget trends, and division narratives followed by a list of the program offers funded in each department.

The department introduction contains three lists: (1) budget trends (2) budget by division and (3) a list of programs by department.

Programs identified as one-time-only have been designated to end by June 30, 2013 unless otherwise noted.

## How We Budget

Multnomah County's Board of Commissioners adopts an annual budget to plan for the effective delivery of services to its citizens and to responsibly manage the public resources that support these services. Budgeting in Oregon is a collaboration between the citizens who receive the services and the elected or appointed officials who are responsible for the provision of those services. Citizen involvement in the budget process ensures that desired services are adequately funded, while County officials ensure that the budget balances competing needs, is fiscally sustainable, and meets legal requirements.

## Local Budget Law

Multnomah County's budget is developed within constraints imposed by Oregon's Local Budget Law, Chapter 294 of the Oregon Revised Statutes. The law has four major objectives:

1. To provide standard procedures for preparing, presenting, and administering local budgets;
2. To ensure citizen involvement in the preparation of the budget;
3. To provide for a method of estimating revenues, expenditures, and proposed taxes; and
4. To offer a way of outlining the programs and services provided by local governments and the fiscal policy used to carry them out.

Local Budget Law requires that appropriations be established by department for each fund. Expenditures may not legally exceed appropriations at the fund level for each department. Local Budget Law also establishes the Tax Supervising and Conservation Commission (TSCC) to review the budgets of jurisdictions within Multnomah County (including the County) for compliance with the law.

## Fund Structure and Basis of Budgeting and Accounting

Funds are legally established accounting entities with a self-balancing set of accounts that are established to track specific revenues or services. Multnomah County has 30 funds including the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Internal Services Funds, and one Enterprise Fund:

### **Modified Accrual Basis of Budgeting**

The budget is prepared on a modified accrual basis, the same accounting basis as that of the General Fund, Special Revenue Funds, and Debt Service and Capital Project Funds (the Internal Services and Enterprise Funds are accounted for using accrual accounting). The basis defines the timing of when revenues and expenditure transactions are recognized for recording purposes. The budget estimates revenues based on whether they are measurable and available within the current period and expenditures on when they will likely occur. This basis is different from private sector accounting, which measures the use of economic resources. Governmental accounting focuses on disclosing how public money is spent during a discrete period.

# How Multnomah County Budgets

fy2013 adopted budget

One exception is the acknowledgement of revenues. Property Tax and Business Income Tax (BIT) revenues are acknowledged in the budget for 60 days after close of the fiscal year. All annual appropriations lapse at fiscal year end. Items not fully expended must be re-budgeted in the following fiscal year.

## **Accrual and Modified Accrual Basis of Accounting**

Governmental accounting, governed by state statute and Generally Accepted Accounting Principles (GAAP), differs substantially from private sector accounting. Private sector financial reports measure economic profits, whereas governmental accounting focuses on disclosing how public money is spent.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all the provider requirements are met.

Governmental *fund* financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Type of Fund	Type of Resources or Expenditures	Example	Basis of Budgeting	Basis of Accounting
General Fund	Discretionary	General Fund	Modified Accrual	Modified Accrual
Special Revenue Fund	Restricted to a specific purpose	Road Fund	Modified Accrual	Modified Accrual
Debt Service Fund	Pay debt service	General Obligation Bond Fund	Modified Accrual	Modified Accrual
Capital Projects Fund	Capital Improvements and Asset Preservation	Capital Improvement Fund	Modified Accrual	Modified Accrual
Internal Services Fund	Internal business functions	Fleet Services	Modified Accrual	Full Accrual
Enterprise Fund	External business functions	Behavioral Health Managed Care Fund	Modified Accrual	Full Accrual

## Fund Accounting Structure

### *Governmental Funds*

According to local budget law and the Governmental Accounting Standards Boards (GASB), the County is required to establish and maintain various funds. Each year the Chief Financial Officer is responsible for preparing and presenting a resolution to the Board defining the various County funds. The County will adhere to Generally Accepted Accounting Principles and GASB when creating a fund and determining if it is to be a dedicated fund. The following types of funds should be used by state/local governments:

- **General Fund** - to account for all financial resources not accounted for and reported in another fund.
- **Special Revenue Funds** - Restricted or committed specific revenue sources will comprise a substantial portion of the fund's resources, but the special revenue fund may also include other restricted, committed and assigned resources. The County will establish a Special Revenue Fund when 30% or more of the resources in the fund are restricted.
- **Capital Projects Funds** - to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or for assets that will be held in trust for individuals, private organizations or other governments.
- **Debt Service Funds** - to account for and report financial resources that are restricted, committed or assigned to expenditure for principal and interest. Debt service funds should be used to report resources if legally mandated. Financial resources that are being accumulated for principal and interest maturing in future years also will be reported in debt service funds.
- **Enterprise Funds** - to account for operations (a) that are financed and operated in a manner similar to private businesses, where the intent of the governing body is that the costs of providing goods or services to the public on a continuing basis be financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, or accountability.
- **Internal Service Funds** - to account for the financing of goods or services provided by one department or agency to other sections of the governmental unit, or to other governmental units, on a cost-reimbursement basis.
- **Trust and Agency Funds** - to account for assets held in a trustee capacity or as an agent for individuals, private organizations, governmental units, and/or other funds. These include: (a) Expendable Trust Funds; (b) Nonexpendable Trust Funds; (c) Pension Trust Funds; and (d) Agency Funds.

### *Proprietary Funds*

### *Fiduciary Funds*

## Measuring Performance

Performance measurement is an integral part of the budgeting process in Multnomah County. Performance measurement is a management tool to improve operations and services and communicate program results to citizens. Performance measures are integrated into each program offer and the department narratives to ensure accountability and to establish a link between resources and results. A more detailed discussion of performance measurement can be found in the Introduction sections of Volumes 2 and 3.

## Four Phases of the Budget Process

Multnomah County uses an incremental budgeting process in which departments are given expenditures targets that they cannot exceed. The budget process consists of four distinct phases:

Phase I - The departments submit their requested budgets

Phase II - The Chair develops the proposed budget

Phase III - The Board approves the proposed budget

Phase IV - The Board adopts the final budget

### *Phase I - Requested Budget*

#### **Phase I - Departments Submit their Requested Budgets**

Multnomah County's budget process begins in September with the Budget Director and the Department Directors reviewing the prior fiscal year's budget process. Survey comments are also collected from department budget staff. This feedback is incorporated into the process where appropriate. The process kicks off in October when the Budget Office presents the General Fund Five-Year Forecast to the Board of Commissioners informing them of the fiscal health of the County for the foreseeable future. The forecast is updated in February when the budget process is further along.

In conjunction with the County Chair's Office, the Budget Office issues guidelines to set broad limits and direction for the County's budget cycle. Based on the General Fund forecast, departments are directed to constrain their operating costs by a targeted amount. From January through February, department heads, the Chair's Office, and the Budget Office meet to discuss proposed budget changes in order to provide policy direction to the departments prior to submitting their budget requests in March.

### *Phase II - Proposed Budget*

#### **Phase II - The Chair Prepares the Proposed Budget**

Beginning in February and ending in March, meetings occur between the Chair, Chief Operating Officer, Budget Office staff, elected officials and department directors to review and discuss the department requests. The sessions are designed to provide two-way communication concerning budget needs and assessments, and also to provide information that would assist the Chair in developing a responsible and balanced budget. During this time, the Chair's Office focuses on short and long term goals and objectives to provide the basis of the budget plan for the fiscal year.

### *Phase III - Approved Budget*



#### **Phase III - The Board Approves the Budget and TSCC Reviews**

The Chair's proposed budget is submitted to the Board of Commissioners for discussion. The proposed budget must be approved by the Board no later than May 15 and then submitted to the Tax Supervising and Conservation Commission (TSCC), a five-member citizen board appointed by the Governor that helps determine whether the County's budget complies with Local Budget Law. The TSCC holds a public hearing and then returns the budget to the County no later than June 28. Accompanying the budget is a letter of certification with instructions for corrections, recommendations, and objections. The Board is required to respond to these recommendations and objections. Approval and forwarding the budget meets the legal requirements of Oregon Budget Law and allows the Board to begin public deliberation of the budget.

After the budget has been submitted to the TSCC, no fund may be increased by more than 10% in total revenue, and no property tax greater than the amounts included in the proposed budget may be levied. Voting to forward the budget without extensive public review and comment might produce adverse comment if it were not clearly understood that the process meets a technical requirement of the law, or if the Board were not to hold extensive public review before adopting the budget.

### *Phase IV - Adopted Budget*

#### **Phase IV – The Board Adopts the Budget**

The adoption process begins after the budget is approved. Three to five weeks of work sessions and public hearings are scheduled prior to adopting the budget in June. During the work sessions the Board may propose amendments to the approved budget. The amendments get voted on as part of the budget adoption.

An important part of this final phase is citizen input --the Citizen Involvement Committee (CIC), the departments' Citizen Budget Advisory Committees (CBAC's), and public hearings held during the evening all provide an opportunity for direct feedback from the community and facilitate a participatory budget process. In June, the Board adopts the budget, makes appropriations, and declares tax levies in a public meeting.

## Public Testimony and Hearings

In preparing the budget, input was sought from the community and stakeholders. On March 15th, a community forum was held with county leaders, members and leaders of the business community, stakeholders, clients, and citizens to discuss healthcare reform. The Chair listened to comments and suggestions for possible consideration in the FY 2013 budget.

In addition, an online [survey](#) was created, giving citizens a chance to tell leaders what's best for Multnomah County's budget.

An important part of the adoption process is citizen input --the Citizen Involvement Committee, the departments' Citizen Budget Advisory Committees, and evening public hearings provide an opportunity for direct feedback from the community and facilitate a participatory budget process.

### Public Testimony and Public Hearings

In addition to participating in the budget advisory committees and other forums, citizens have several opportunities to testify on the budget. Written material can be hand delivered, mailed, faxed or submitted via email.

Citizens testify at:

**Annual Budget Hearings**— the Board, sitting as the Budget Committee, holds several public hearings after the approval of the Chair's budget but before the final adoption of the budget. Hearings were held from 6:00 p.m. – 8:00 p.m. at the following dates and locations:

- May 9, 2012 Public Budget Hearing – East County Building, Sharron Kelley Room, 600 NE 8th St., Gresham, Oregon
- May 16, 2012 Public Budget Hearing – Multnomah Building, Board Room 100, 501 SE Hawthorne Blvd., Portland, Oregon
- May 23, 2012 Hosted by the Communities of Color at the Immigrant and Refugee Community Organization (IRCO) Gymnasium, 10301 NE Glisan, Portland

More information can be found at <http://web.multco.us/board/fy-2013-budget-hearings>.

**The Tax Supervising and Conservation Commission Hearing** – May 30, 2012 from 1:30-2:30 pm TSCC held a public hearing on the budget at the Multnomah Building (501 SE Hawthorne Blvd.)

**The Budget Hearing**—testimony was also taken at the Board session for final adoption of the budget on May 31, 2012.

Citizens also contacted the Chair or Commissioner's offices directly and provided input for the budget worksessions.



### Budget Calendar

The FY 2013 budget calendar can be found on the County's website at: <http://multco.us/budget/calendar>

Major budget milestone dates for FY 2013 include:

- Nov. 2011-Feb. 2012 Chair's Office meets with departments to provide strategic direction
- Dec. 16, 2011 Constraint targets released
- Feb. 18, 2012 Department requested budgets due
- May 3, 2012 Chair proposes the Executive Budget
- May 2012 Budget work sessions and hearings
- May 30, 2012 TSCC public hearing
- May 31, 2012 Board adopts the budget

### Modifying the Budget and Supplemental Budgets

The adopted budget is the County's financial and operational plan for the fiscal year. However, during the year, events occur which require the plan to be modified. State law gives the Board of County Commissioners wide latitude to change the budget during the year. County departments request changes, and then the Board must review them before passing any resolution to approve them. The appropriation of new, unanticipated revenue requires that the Board adopt a supplemental budget through a resolution.

During the year, the Board has the authority to:

- alter appropriations to reflect changed priorities during the year;
- incorporate new grant revenue into the expenditure plan;
- change approved staffing levels; and
- transfer appropriations from contingency accounts.

## Where to Find Other Information

**Comprehensive Annual Financial Report (CAFR)** – this reports actual revenues and expenditures for the last completed fiscal year, discusses financial policies, and provides demographic and economic information about the region. The CAFR, required by state statute, is prepared in accordance with GAAP (Generally Accepted Accounting Principles). It reconciles differences between the budgetary basis – as presented in the annual Adopted Budget – and the modified accrual method used for the CAFR.

**Tax Supervising and Conservation Commission Annual Report** – [www.tscmultco.com/index.php](http://www.tscmultco.com/index.php) this discusses the property tax system and taxing levels for all governments in Multnomah County and summarizes budgeted and actual revenues and expenditures for all governments in Multnomah County.

**County Auditor's Financial Condition Report** – this discusses the performance of the County and the region according to guidelines recommended by the International City Managers' Association.

**The Progress Board Benchmarks** – [www.portlandonline.com/auditor/](http://www.portlandonline.com/auditor/) this site contains data and graphic information about benchmarks obtained through surveys and other analysis.

**Citizen Involvement Process – Citizen Budget Advisory Committees (CBAC's)** - [www.web.multco.us/oci](http://www.web.multco.us/oci) are made up of citizens appointed by the Citizen Involvement Committee. The committees monitor department budgets and operations and identify issues for the Commissioners' consideration. All County departments have a CBAC. Each committee is provided with time during the budget worksessions to present its report. The CBACs are partners with the Commissioners, departments, and the public during the budget cycle.

During the budget development process, citizens and employees are encouraged to submit their questions, thoughts, or suggestions about the budget. This input is compiled and communicated to the elected officials.

**Budget Website** - Citizens and employees have the opportunity to participate in the budget process through the County's web site. From the County's home page, [www.multco.us/budget](http://www.multco.us/budget), citizens and employees may access the site that contains the budget, links to frequently asked questions; the calendar; other information, input opportunities and employee resources.

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# Summary of Resources

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Fund		Beginning Working Capital	Taxes	Intergovernmental	Licenses & Permits	Service Charges	Interest	Other Sources	Direct Resources	Service Reimbursement	Cash Transfers	Total Resources
General Fund	1000	54,923,323	313,153,062	10,326,423	10,658,398	36,677,453	1,021,000	2,699,200	429,458,859	21,573,867	3,449,983	454,482,709
Road Fund	1501	2,236,925	7,150,000	35,426,246	55,000	97,500	25,000	409,500	45,400,171	408,000		45,808,171
Emergency Communications Fund	1502			250,000					250,000			250,000
Bicycle Path Construction Fund	1503	334,500		73,000			1,000		408,500			408,500
Recreation Fund	1504		102,080						102,080			102,080
Federal/State Program Fund	1505	2,924,185		180,457,943	999,475	43,451,434		3,317,031	231,150,068	47,399		231,197,467
County School Fund	1506	2,000		20,000			50	1,750	23,800			23,800
Animal Control Fund	1508	690,694		68,000	1,937,000	65,000		215,000	2,975,694			2,975,694
Willamette River Bridge Fund	1509	1,707,364		6,197,077		5,000			7,909,441	3,948,415		11,857,856
Library Serial Levy Fund	1510	5,664,963	32,557,027	566,640	135,450	134,740	64,000	2,892,058	42,014,878	35,000	24,879,184	66,929,062
Special Excise Taxes Fund	1511	325,000	23,360,000				4,500		23,689,500			23,689,500
Land Corner Preservation Fund	1512	480,000				105,000	3,500	1,210,000	1,798,500	90,000		1,888,500
Inmate Welfare Fund	1513					18,000	10,000	1,191,838	1,219,838			1,219,838
Justice Services Special Ops Fund	1516	136,000		37,000	3,204,735	1,864,956	11,520	345,214	5,599,425	215,150		5,814,575
Oregon Historical Society Levy Fund	1518		1,837,418						1,837,418			1,837,418
Video Lottery Fund	1519			5,223,488					5,223,488			5,223,488
Revenue Bond Sinking Fund	2001	150,000							150,000			150,000
Capital Debt Retirement Fund	2002	7,913,067					85,500		7,998,567	14,733,542		22,732,109
General Obligation Bond Sinking Fund	2003	7,950,000	8,000,000				39,750		15,989,750			15,989,750
PERS Bond Sinking Fund	2004	57,000,000					427,500		57,427,500	18,000,000		75,427,500
Financed Projects Fund	2504	3,531,283							3,531,283			3,531,283
Capital Improvement Fund	2507	19,751,467				367,656	60,000	5,000,000	25,179,123	3,129,267	387,687	28,696,077
Capital Acquisition Fund	2508	1,424,943							1,424,943			1,424,943
Asset Preservation Fund	2509	3,929,862					20,000		3,949,862	3,621,892	168,404	7,740,158
Sellwood Bridge Replacement Fund	2511	6,121,498		79,849,266			15,688	127,000,000	212,986,452			212,986,452
Behavioral Health Managed Care Fund	3002	15,236,225		42,207,482			81,916		57,525,623			57,525,623
Risk Management Fund	3500	28,000,000				42,000		8,612,361	36,654,361	89,685,698	9,065,000	135,405,059
Fleet Management Fund	3501	3,381,014				969,885	19,000	40,000	4,409,899	6,034,690	212,593	10,657,182
Information Technology Fund	3503	7,459,388						317,645	7,777,033	34,845,584	1,500,000	44,122,617
Mail Distribution Fund	3504	1,468,574				79,726	8,000	0	1,556,300	2,211,334		3,767,634
Facilities Management Fund	3505	1,900,000			20,000	7,917,957	30,000	40,000	9,907,957	32,269,031		42,176,988
<b>Total All Funds</b>		<b>234,642,275</b>	<b>386,159,587</b>	<b>360,702,565</b>	<b>17,010,058</b>	<b>91,796,307</b>	<b>1,927,924</b>	<b>153,291,597</b>	<b>1,245,530,313</b>	<b>230,848,869</b>	<b>39,662,851</b>	<b>1,516,042,033</b>

# Summary of Departmental Expenditures

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Fund		Nond	District Attorney	Human Services	Health	Community Justice	Sheriff	County Management	County Assets	Library	Community Services	Total Department Expenditure
General Fund	1000	21,334,354	19,265,981	51,789,574	85,608,072	55,875,163	105,720,119	29,469,441	5,625,646		12,335,226	387,023,576
Road Fund	1501										45,808,171	45,808,171
Emergency Communications Fund	1502						250,000					250,000
Bicycle Path Construction Fund	1503										50,000	50,000
Recreation Fund	1504							102,080				102,080
Federal/State Program Fund	1505	3,551,291	6,276,168	111,890,022	74,756,340	23,953,124	9,675,898				43,083	230,145,926
County School Fund	1506	23,800										23,800
Animal Control Fund	1508										552,471	552,471
Willamette River Bridge Fund	1509										11,703,413	11,703,413
Library Serial Levy Fund	1510									58,803,796		58,803,796
Special Excise Taxes Fund	1511	23,689,500										23,689,500
Land Corner Preservation Fund	1512										1,319,651	1,319,651
Inmate Welfare Fund	1513					500	1,219,338					1,219,838
Justice Services Special Ops Fund	1516		184,191			2,420,726	3,209,658					5,814,575
Oregon Historical Society Levy Fund	1518	1,837,418										1,837,418
Video Lottery Fund	1519	1,026,209		1,885,297		2,311,982						5,223,488
Capital Debt Retirement Fund	2002	18,334,905										18,334,905
General Obligation Bond Sinking Fund	2003	8,162,550										8,162,550
PERS Bond Sinking Fund	2004	17,091,600										17,091,600
Financed Projects Fund	2504							3,531,283				3,531,283
Capital Improvement Fund	2507								28,696,077			28,696,077
Capital Acquisition Fund	2508								1,424,943			1,424,943
Asset Preservation Fund	2509								7,740,158			7,740,158
Sellwood Bridge Replacement Fund	2511										179,531,589	179,531,589
Behavioral Health Managed Care Fund	3002			44,270,065								44,270,065
Risk Management Fund	3500	3,905,377						94,632,755				98,538,132
Fleet Management Fund	3501								10,184,118			10,184,118
Information Technology Fund	3503								42,973,736			42,973,736
Mail Distribution Fund	3504								3,262,580			3,262,580
Facilities Management Fund	3505								41,104,173			41,104,173
<b>Total All Funds</b>		<b>98,957,004</b>	<b>25,726,340</b>	<b>209,834,958</b>	<b>160,364,412</b>	<b>84,561,495</b>	<b>120,075,013</b>	<b>127,735,559</b>	<b>141,011,431</b>	<b>58,803,796</b>	<b>251,343,604</b>	<b>1,278,413,612</b>

# Summary of Departmental Requirements

fy2013 adopted budget

Department	Personnel Services	Contractual Services	Materials & Services	Principal & Interest	Capital Outlay	Total Direct Expenditure	Service Reimbursements	Total Spending	FTE
Nondepartmental	9,836,782	34,779,290	1,009,265	43,535,055	0	89,160,392	9,796,612	98,957,004	99.66
District Attorney	17,949,804	882,202	782,966	0	0	19,614,972	6,111,368	25,726,340	193.20
County Human Services	52,437,710	127,380,545	2,180,244	0	0	181,998,499	27,836,459	209,834,958	713.24
Health	85,547,542	13,741,299	18,513,634	0	0	117,802,475	42,561,937	160,364,412	998.22
Community Justice	41,751,545	18,391,274	2,519,328	0	11,000	62,673,147	21,888,348	84,561,495	499.55
Sheriff	79,984,344	978,106	6,972,628	0	505,915	88,440,993	31,634,020	120,075,013	777.65
County Management	19,219,027	6,439,750	92,983,293	0	8,000	118,650,070	9,085,489	127,735,559	229.80
County Assets	32,606,238	16,755,998	42,009,114	0	27,679,345	119,050,695	21,960,736	141,011,431	306.55
Library	28,506,599	1,583,445	8,437,048	0	0	38,527,092	20,276,704	58,803,796	450.75
Community Services	16,877,202	59,704,925	4,251,969	40,985,000	107,620,883	229,439,979	21,903,625	251,343,604	204.25
<b>TOTAL</b>	<b>384,716,793</b>	<b>280,636,834</b>	<b>179,659,489</b>	<b>84,520,055</b>	<b>135,825,143</b>	<b>1,065,358,314</b>	<b>213,055,298</b>	<b>1,278,413,612</b>	<b>4,472.87</b>

# Fund Level Transactions

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Fund		Total Department Expenditure	Cash Transfers	Contingency	Unappropriated Balance	Total Requirements
General Fund	1000	387,023,576	26,387,460	9,008,040	32,063,633	454,482,709
Road Fund	1501	45,808,171				45,808,171
Emergency Communications Fund	1502	250,000				250,000
Bicycle Path Construction Fund	1503	50,000		358,500		408,500
Recreation Fund	1504	102,080				102,080
Federal/State Program Fund	1505	230,145,926	1,051,541			231,197,467
County School Fund	1506	23,800				23,800
Animal Control Fund	1508	552,471	2,085,000	338,223		2,975,694
Willamette River Bridge Fund	1509	11,703,413		154,443		11,857,856
Library Serial Levy Fund	1510	58,803,796		8,125,266		66,929,062
Special Excise Taxes Fund	1511	23,689,500				23,689,500
Land Corner Preservation Fund	1512	1,319,651		568,849		1,888,500
Inmate Welfare Fund	1513	1,219,838				1,219,838
Justice Services Special Ops Fund	1516	5,814,575				5,814,575
Oregon Historical Society Levy Fund	1518	1,837,418				1,837,418
Video Lottery Fund	1519	5,223,488				5,223,488
Revenue Bond Sinking Fund	2001		150,000			150,000
Capital Debt Retirement Fund	2002	18,334,905			4,397,204	22,732,109
General Obligation Bond Sinking Fund	2003	8,162,550			7,827,200	15,989,750
PERS Bond Sinking Fund	2004	17,091,600			58,335,900	75,427,500
Financed Projects Fund	2504	3,531,283				3,531,283
Capital Improvement Fund	2507	28,696,077				28,696,077
Capital Acquisition Fund	2508	1,424,943				1,424,943
Asset Preservation Fund	2509	7,740,158				7,740,158
Sellwood Bridge Replacement Fund	2511	179,531,589	9,065,000	24,389,863		212,986,452
Behavioral Health Managed Care Fund	3002	44,270,065		13,255,558		57,525,623
Risk Management Fund	3500	98,538,132		6,866,927	30,000,000	135,405,059
Fleet Management Fund	3501	10,184,118		473,064		10,657,182
Information Technology Fund	3503	42,973,736	60,000	1,088,881		44,122,617
Mail Distribution Fund	3504	3,262,580	316,035	189,019		3,767,634
Facilities Management Fund	3505	41,104,173	547,815	525,000		42,176,988
<b>Total All Funds</b>		<b>1,278,413,612</b>	<b>39,662,851</b>	<b>65,341,633</b>	<b>132,623,937</b>	<b>1,516,042,033</b>



## Tax Information

### *Permanent Tax Rate*

Property tax administration, governed by the Oregon Constitution, State tax laws, and regulations of the Department of Revenue, includes the assessment, equalization, levy, and collection of taxes. A tax limitation measure ("Measure 50") affecting property tax collections was approved by the voters in the May 1997 special election. This legislation changed the property tax administration system substantially, with changes to levy rates, assessments and equalization.

Each local taxing district which imposed operating ad valorem taxes in FY 1998 received a permanent tax rate. The rate was calculated by dividing the total operating ad valorem taxes imposed by the County in FY 1998 (reduced by an average of approximately 17% statewide) by the property's AV. Measure 50 prohibits increases in permanent tax rates. Permanent tax rates are subject to the Measure 5 limitations. The County's permanent tax rate is \$4.3434 per \$1,000 Assessed Value.

### *Exemptions*

Measure 50 exempted from its limitations taxes levied to pay voter-approved general obligation bonds. Levies to pay general obligation bonds are also exempt from the Measure 5 limitations. Measure 50 also exempted the following levies, which are subject to Measure 5 limitations:

1. Levies to pay bonds and other borrowings, if they were made before December 5, 1996, and were secured by a pledge or explicit commitment of ad valorem property taxes or a covenant to levy or collect ad valorem property taxes.
2. Certain local government pension levies.

The County has no levies of the types described in paragraphs 1 and 2, above.

### *Local Property Tax Option*

Local governments are able to override Measure 50 for limited-term local option levies subject to voter approval under the participation requirements discussed below. Local option levies may last up to five years for any purpose or ten years for capital projects.

Local option levies are subject to "special compression" under Measure 5. If operating taxes for non-school purposes exceed Measure 5's \$10/\$1,000 limit, local option levies are reduced first to bring operating taxes into compliance with this limit. This means that local option levies can be entirely displaced by future approval of permanent rate levies for new governments, or by urban renewal and the City of Portland's pension levy.

Measure 50, which passed in 1997, requires that local option levies be approved by a majority of the voters at a general election in an even-numbered year or at any other election in which not less than 50% of the registered voters cast a ballot. For example, voters approved an extension of the Library Levy in the May, 2002 election but less than 50% of the registered voters cast a ballot. Therefore, the Library Levy failed. Subsequently the County resubmitted the Library Local Option to voters in November 2002 and the measure passed.

### *Voter Participation*

In November, 2008, voters passed Measure 56 which eliminated the voter turnout requirement for property tax elections held in May and November but keeps the voter turnout requirement for elections at any other time (50% of qualified voters must vote and a majority of those voters have to approve the property tax measure). As a result, for May and November elections, local property tax measures become law when approved by a majority of voters.

### *General Obligation Bonded Indebtedness*

Levies to pay the following general obligation bonds are exempt from the limitations of Measure 50 and Measure 5:

1. General obligation bonds authorized by the Oregon Constitution;
2. General obligation bonds issued on/before November 6, 1990; or
3. General obligation bonds for capital construction/ improvements; and
  - if issued after November 6, 1990, and approved prior to December 5, 1996, by a majority of voters; or
  - if approved after December 5, 1996, in accordance with Measure 50's voter participation requirements, or bonds issued to refund the preceding bonds.

### *Tax Collection*

The County Tax Collector extends authorized levies, computes tax rates, bills and collects all taxes, and makes periodic remittances of collections to levying units. Tax collectors calculate public school and local government taxes separately, calculating any tax rate reductions to comply with tax limitation law, and developing percentage distribution schedules. The tax collector then reports to each taxing district within five days the amount of taxes imposed.

Tax collections are segregated into two pools, (1) public schools and (2) local governments. Each taxing body shares in its pool on the basis of its tax rate (adjusted to tax limitation rate caps), regardless of the actual collection within each taxing body. Therefore the amount for each taxing body becomes a pro rata share of the total tax collection record of all taxing bodies within the County. Thus, an overall collection rate of 90% of the county-wide levy indicates a 90 percent tax levy collection for each taxing body.

Taxes are levied and become a lien on July 1. Tax payments are due November 15 of the same year. Under the partial payment schedule the a third payment is due November 15, February 15 and May 15. If property taxes are paid in full by November 15, a 3% discount is allowed; if two-thirds of property taxes are paid by November 15, a 2% discount is allowed. For late payments interest accrues at a rate of 1.33% per month. Property is subject to foreclosure proceedings three years after the tax due date.

A Senior Citizen Property Tax Deferral Program allows homeowners to defer taxes until death or the sale of the home. Qualifications include a minimum age of 62 and household income less than \$40,500 for the income tax year of 2011 (this includes taxable and nontaxable income including Social Security and pensions). Taxes are paid by the State, which obtains a lien on the property and accrues interest at 6%.

# Property Tax Computation

fy2013 adopted budget

## GENERAL FUND (Fund 1000)

Taxes From Permanent Rate - Fiscal Year Ending June 30, 2012	\$249,956,611
Plus Estimated Assessed Value Growth	7,091,955
<b>TOTAL GENERAL FUND PROPERTY TAX</b>	<b>\$257,048,566</b>
Taxes From Permanent Rate - Fiscal Year Ending June 30, 2013	\$257,048,566
Less amount exceeding shared 1% Constitutional Limitation	(11,181,613)
Less delinquencies and discounts on amount billed	(13,522,682)
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$232,344,271</b>

## LIBRARY LEVY (Fund 1510)

5-year Local Option Levy - Fiscal Year ending June 30, 2013	\$53,185,028
Less amount exceeding shared 1% Constitutional Limitation	(19,508,268)
Less delinquencies and discounts on amount billed	(1,852,222)
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$31,824,538</b>

## OREGON HISTORICAL SOCIETY LEVY (Fund 1518)

5-year Local Option Levy - Fiscal Year ending June 30, 2013	\$2,987,923
Less amount exceeding shared 1% Constitutional Limitation	(1,095,971)
Less delinquencies and discounts on amount billed	(104,057)
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$1,787,895</b>

## GENERAL OBLIGATION BOND SINKING FUND (Fund 2003)

General Obligation Bond - Fiscal Year ending June 30, 2013	\$8,253,968
Less delinquencies and discounts on amount billed	(453,968)
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$7,800,000</b>

## TAX LEVY ANALYSIS

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>BUDGET 2011-12</b>	<b>BUDGET 2012-13</b>
Permanent Rate Levy - Subject to \$10 Limit	\$236,960,641	\$243,212,609	\$250,106,214	\$257,048,566
Library & OHS Local Option Levy - Subject to \$10 Limit	49,045,214	50,364,209	54,679,369	56,172,951
General Obligation Bond Levy	9,250,613	8,495,038	9,031,024	8,253,968
<b>Total Proposed Levy</b>	<b>295,256,468</b>	<b>302,071,856</b>	<b>313,816,607</b>	<b>321,475,485</b>
Loss due to 1% limitation	(13,666,869)	(17,977,188)	(24,485,681)	(31,785,852)
Loss in appropriation due to discounts and delinquencies	(14,779,752)	(14,910,805)	(17,012,658)	(15,932,929)
<b>Total Proposed Levy less Loss</b>	<b>\$266,809,847</b>	<b>\$269,183,863</b>	<b>\$272,318,268</b>	<b>\$273,756,704</b>

## NOTES

Average property tax discount	3.00%
Property tax delinquency rate	2.50%
Average valuation change (Based on July - January Value Growth)	2.85%

# Details of Service Reimbursements

fy2013 adopted budget

## Insurance Benefits (60140/60145)

*Paid to the Risk Management Fund (3500) to cover worker's compensation, active and retiree healthcare, life, unemployment, liability, and long-term disability insurance.*

<b>General Fund</b>	<b>\$47,439,992</b>
NONDEPARTMENTAL	1,241,433
DISTRICT ATTORNEY	2,866,482
COUNTY HUMAN SERVICES	2,832,947
HEALTH DEPARTMENT	12,856,371
COMMUNITY JUSTICE	5,911,160
SHERIFF'S OFFICE	15,236,716
COUNTY MANAGEMENT	4,096,646
COUNTY ASSETS	932,290
COMMUNITY SERVICES	1,465,947
<b>Road Fund</b>	<b>1,391,384</b>
<b>Federal State Fund</b>	<b>22,381,201</b>
NONDEPARTMENTAL	251,405
DISTRICT ATTORNEY	896,718
COUNTY HUMAN SERVICES	9,516,401
HEALTH DEPARTMENT	7,309,292
COMMUNITY JUSTICE	2,964,157
SHERIFF'S OFFICE	1,443,228
<b>Animal Control Fund</b>	<b>27,020</b>
<b>Willamette River Bridge Fund</b>	<b>909,263</b>
<b>Library Levy Fund</b>	<b>8,199,158</b>
<b>Public Land Corner Preservation Fund</b>	<b>197,673</b>
<b>Inmate Welfare Fund</b>	<b>133,992</b>
<b>Justice Services Special Operations Fund</b>	<b>895,000</b>
DISTRICT ATTORNEY	8,452
COMMUNITY JUSTICE	378,262
SHERIFF'S OFFICE	508,286
<b>Video Lottery Fund</b>	<b>477,846</b>
NONDEPARTMENTAL	20,962
COMMUNITY JUSTICE	456,884
<b>Financed Projects Fund</b>	<b>44,862</b>
<b>Capital Improvement Fund</b>	<b>34,822</b>
<b>Behavioral Health Managed Care Fund</b>	<b>988,114</b>
<b>Risk Management Fund</b>	<b>893,996</b>
NONDEPARTMENTAL	490,155
COUNTY MANAGEMENT	403,841
<b>Fleet Management Fund</b>	<b>458,422</b>
<b>Information Technology Fund</b>	<b>3,415,407</b>
<b>Mail Distribution Fund</b>	<b>202,449</b>
<b>Facilities Management Fund</b>	<b>1,595,097</b>
<b>Total Payments to the Risk Management Fund</b>	<b>\$89,685,698</b>

# Details of Service Reimbursements

fy2013 adopted budget

## Salary Related Expense (60130)

*Paid to the PERS Bond Sinking Fund (2004) to retire debt issued to pre-fund the County's unfunded liability and to support ongoing costs associated with PERS.*

<b>General Fund</b>	<b>\$9,569,481</b>
NONDEPARTMENTAL	278,036
DISTRICT ATTORNEY	682,174
COUNTY HUMAN SERVICES	585,162
HEALTH DEPARTMENT	2,519,757
COMMUNITY JUSTICE	1,180,675
SHERIFF'S OFFICE	3,049,568
COUNTY MANAGEMENT	833,381
COUNTY ASSETS	182,259
COMMUNITY SERVICES	258,468
<b>Road Fund</b>	<b>269,788</b>
<b>Federal State Fund</b>	<b>4,512,392</b>
NONDEPARTMENTAL	54,791
DISTRICT ATTORNEY	198,421
COUNTY HUMAN SERVICES	1,808,173
HEALTH DEPARTMENT	1,527,187
COMMUNITY JUSTICE	611,025
SHERIFF'S OFFICE	312,796
<b>Animal Control Fund</b>	<b>5,101</b>
<b>Willamette River Bridge Fund</b>	<b>175,396</b>
<b>Library Levy Fund</b>	<b>1,361,242</b>
<b>Public Land Corner Preservation Fund</b>	<b>41,714</b>
<b>Inmate Welfare Fund</b>	<b>22,365</b>
<b>Justice Services Special Operations Fund</b>	<b>172,382</b>
DISTRICT ATTORNEY	1,119
COMMUNITY JUSTICE	73,997
SHERIFF'S OFFICE	97,266
<b>Video Lottery Fund</b>	<b>92,792</b>
NONDEPARTMENTAL	5,711
COMMUNITY JUSTICE	87,080
<b>Behavioral Health Managed Care Fund</b>	<b>207,357</b>
<b>Risk Management Fund</b>	<b>230,728</b>
NONDEPARTMENTAL	137,892
COUNTY MANAGEMENT	92,836
<b>Fleet Management Fund</b>	<b>89,685</b>
<b>Information Technology Fund</b>	<b>827,717</b>
<b>Mail Distribution Fund</b>	<b>31,409</b>
<b>Facilities Management Fund</b>	<b>336,925</b>
<b>Total Payments to the PERS Bond Sinking Fund</b>	<b>\$17,946,474</b>

# Details of Service Reimbursements

fy2013 adopted budget

<b>Indirect Costs (60350/60355)</b>	
<i>Paid to the General Fund (1000) to cover the administrative and overhead costs billed to grants and other dedicated revenues.</i>	
<b>General Fund (FQHC)</b>	<b>\$2,233,213</b>
HEALTH DEPARTMENT	2,227,541
COMMUNITY JUSTICE	5,672
<b>Road Fund</b>	<b>766,368</b>
<b>Emergency Communications Fund</b>	<b>19,308</b>
<b>Recreation Fund</b>	<b>2,080</b>
<b>Federal State Fund</b>	<b>9,773,989</b>
NONDEPARTMENTAL	35,256
DISTRICT ATTORNEY	217,704
COUNTY HUMAN SERVICES	1,419,417
HEALTH DEPARTMENT	5,443,452
COMMUNITY JUSTICE	1,941,809
SHERIFF'S OFFICE	716,351
<b>Willamette River Bridge Fund</b>	<b>243,385</b>
<b>Library Levy Fund</b>	<b>1,188,095</b>
<b>Public Land Corner Preservation Fund</b>	<b>51,482</b>
<b>Inmate Welfare Fund</b>	<b>94,225</b>
COMMUNITY JUSTICE	49
SHERIFF'S OFFICE	94,176
<b>Justice Services Special Operations Fund</b>	<b>468,378</b>
DISTRICT ATTORNEY	2,244
COMMUNITY JUSTICE	219,010
SHERIFF'S OFFICE	247,124
<b>Behavioral Health Managed Care Fund</b>	<b>2,273,799</b>
<b>Total Payments to the General Fund for Indirect Costs</b>	<b>\$17,114,322</b>

# Details of Service Reimbursements

fy2013 adopted budget

<b>Telecommunication Costs (60370)</b>		
<i>Paid to the Information Technology Fund (3503) to cover the costs of services provided by the County-owned telecommunications system.</i>		
<b>General Fund</b>		<b>\$1,756,791</b>
NONDEPARTMENTAL	53,426	
DISTRICT ATTORNEY	142,607	
COUNTY HUMAN SERVICES	137,502	
HEALTH DEPARTMENT	496,367	
COMMUNITY JUSTICE	421,506	
SHERIFF'S OFFICE	222,753	
COUNTY MANAGEMENT	153,629	
COUNTY ASSETS	58,100	
COMMUNITY SERVICES	70,901	
<b>Road Fund</b>		<b>27,597</b>
<b>Federal State Fund</b>		<b>699,583</b>
NONDEPARTMENTAL	8,517	
DISTRICT ATTORNEY	27,052	
COUNTY HUMAN SERVICES	355,144	
HEALTH DEPARTMENT	308,700	
COMMUNITY JUSTICE	170	
<b>Willamette River Bridge Fund</b>		<b>19,716</b>
<b>Library Levy Fund</b>		<b>183,185</b>
<b>Public Land Corner Preservation Fund</b>		<b>3,950</b>
<b>Inmate Welfare Fund</b>		<b>13,839</b>
<b>Justice Services Special Operations Fund</b>		<b>812</b>
<b>Video Lottery Fund</b>		<b>774</b>
<b>Sellwood Bridge Replacement Fund</b>		<b>20,000</b>
<b>Behavioral Health Managed Care Fund</b>		<b>37,347</b>
<b>Risk Management Fund</b>		<b>34,845</b>
NONDEPARTMENTAL	19,357	
COUNTY MANAGEMENT	15,488	
<b>Fleet Management Fund</b>		<b>12,057</b>
<b>Information Technology Fund</b>		<b>6,205</b>
<b>Mail Distribution Fund</b>		<b>70,641</b>
<b>Facilities Management Fund</b>		
<b>Total Payments to the Information Technology Fund</b>		<b>\$2,887,342</b>

# Details of Service Reimbursements

fy2013 adopted budget

## Data Processing Costs (60380)

*Paid to the Information Technology Fund (3503) to cover the costs of developing, maintaining, and operating computer programs.*

<b>General Fund</b>	<b>\$16,694,362</b>
NONDEPARTMENTAL	1,223,554
DISTRICT ATTORNEY	558,802
COUNTY HUMAN SERVICES	1,273,066
HEALTH DEPARTMENT	3,169,650
COMMUNITY JUSTICE	4,419,772
SHERIFF'S OFFICE	2,940,768
COUNTY MANAGEMENT	2,031,455
COUNTY ASSETS	241,000
COMMUNITY SERVICES	836,295
<b>Road Fund</b>	<b>399,090</b>
<b>Federal State Fund</b>	<b>7,905,043</b>
NONDEPARTMENTAL	210,472
DISTRICT ATTORNEY	70,108
COUNTY HUMAN SERVICES	3,684,168
HEALTH DEPARTMENT	3,940,295
<b>Willamette River Bridge Fund</b>	<b>162,720</b>
<b>Library Levy Fund</b>	<b>5,170,430</b>
<b>Public Land Corner Preservation Fund</b>	<b>70,775</b>
<b>Video Lottery Fund</b>	<b>7,147</b>
<b>Sellwood Bridge Replacement Fund</b>	<b>150,000</b>
<b>Behavioral Health Managed Care Fund</b>	<b>207,794</b>
<b>Risk Management Fund</b>	<b>308,538</b>
NONDEPARTMENTAL	191,604
COUNTY MANAGEMENT	116,934
<b>Fleet Management Fund</b>	<b>108,771</b>
<b>Mail Distribution Fund</b>	<b>86,975</b>
<b>Facilities Management Fund</b>	<b>686,597</b>
<b>Total Payments to the Information Technology Fund</b>	<b>\$31,958,242</b>



# Details of Service Reimbursements

fy2013 adopted budget

## Motor Pool (60410)

*Paid to the Fleet Management Fund (3501) to cover the use and maintenance of County-owned vehicles, including both cars and vans for transportation, and heavy equipment used in road construction.*

<b>General Fund</b>	<b>\$2,962,012</b>
NONDEPARTMENTAL	15,446
DISTRICT ATTORNEY	91,610
COUNTY HUMAN SERVICES	88,594
HEALTH DEPARTMENT	168,866
COMMUNITY JUSTICE	548,327
SHERIFF'S OFFICE	1,849,274
COUNTY MANAGEMENT	10,529
COUNTY ASSETS	1,900
COMMUNITY SERVICES	187,466
<b>Road Fund</b>	<b>1,197,500</b>
<b>Federal State Fund</b>	<b>299,663</b>
NONDEPARTMENTAL	5,500
DISTRICT ATTORNEY	7,833
COUNTY HUMAN SERVICES	237,732
HEALTH DEPARTMENT	37,962
COMMUNITY JUSTICE	10,636
<b>Willamette River Bridge Fund</b>	<b>118,402</b>
<b>Library Levy Fund</b>	<b>81,998</b>
<b>Public Land Corner Preservation Fund</b>	<b>11,800</b>
<b>Justice Services Special Operations Fund</b>	<b>50</b>
<b>Sellwood Bridge Replacement Fund</b>	<b>35,000</b>
<b>Behavioral Health Managed Care Fund</b>	<b>20,253</b>
<b>Risk Management Fund</b>	<b>2,545</b>
NONDEPARTMENTAL	850
COUNTY MANAGEMENT	1,695
<b>Information Technology Fund</b>	<b>28,280</b>
<b>Mail Distribution Fund</b>	<b>68,500</b>
<b>Facilities Management Fund</b>	<b>349,629</b>
<b>Total Payments to the Fleet Management Fund</b>	<b>\$5,175,632</b>

# Details of Service Reimbursements

fy2013 adopted budget

## Electronics (60420)

*Paid to the Fleet Management Fund (3501) to cover the use and maintenance of electronic/radio equipment used by various County departments.*

<b>General Fund</b>	<b>\$699,993</b>
NONDEPARTMENTAL	102,662
DISTRICT ATTORNEY	972
HEALTH DEPARTMENT	12,336
COMMUNITY JUSTICE	123,183
SHERIFF'S OFFICE	442,774
COUNTY MANAGEMENT	3,105
COMMUNITY SERVICES	14,961
<b>Road Fund</b>	<b>26,800</b>
<b>Federal State Fund</b>	<b>7,806</b>
COUNTY HUMAN SERVICES	1,406
HEALTH DEPARTMENT	6,400
<b>Willamette River Bridge Fund</b>	<b>3,584</b>
<b>Library Levy Fund</b>	<b>27,155</b>
<b>Public Land Corner Preservation Fund</b>	<b>1,800</b>
<b>Inmate Welfare Fund</b>	<b>14,000</b>
<b>Sellwood Bridge Replacement Fund</b>	<b>10,000</b>
<b>Information Technology Fund</b>	<b>3,000</b>
<b>Mail Distribution Fund</b>	<b>1,605</b>
<b>Facilities Management Fund</b>	<b>63,315</b>
<b>Total Payments to the Fleet Fund</b>	<b>\$859,058</b>

# Details of Service Reimbursements

fy2013 adopted budget

<b>Building Management (60430)</b> <i>Paid to the Facilities Management Fund (3505), Capital Improvement (2507) and Asset Preservation (2509) funds to cover the cost of office space and building management.</i>		
<b>General Fund</b>		<b>\$22,983,466</b>
NONDEPARTMENTAL	4,872,519	
DISTRICT ATTORNEY	745,153	
COUNTY HUMAN SERVICES	1,105,536	
HEALTH DEPARTMENT	2,036,135	
COMMUNITY JUSTICE	4,218,469	
SHERIFF'S OFFICE	7,565,029	
COUNTY MANAGEMENT	1,567,058	
COUNTY ASSETS	86,973	
COMMUNITY SERVICES	786,594	
<b>Road Fund</b>		<b>455,300</b>
<b>Federal State Fund</b>		<b>7,142,015</b>
NONDEPARTMENTAL	20,295	
DISTRICT ATTORNEY	186,098	
COUNTY HUMAN SERVICES	3,084,242	
HEALTH DEPARTMENT	3,851,380	
<b>Willamette River Bridge Fund</b>		<b>224,305</b>
<b>Library Levy Fund</b>		<b>4,661,119</b>
<b>Public Land Corner Preservation Fund</b>		<b>52,880</b>
<b>Justice Services Special Operations Fund</b>		<b>41,426</b>
COMMUNITY JUSTICE	39,204	
SHERIFF'S OFFICE	2,222	
<b>Video Lottery Fund</b>		<b>6,042</b>
<b>Sellwood Bridge Replacement Fund</b>		<b>30,000</b>
<b>Behavioral Health Managed Care Fund</b>		<b>316,445</b>
<b>Risk Management Fund</b>		<b>508,055</b>
NONDEPARTMENTAL	254,569	
COUNTY MANAGEMENT	253,486	
<b>Fleet Management Fund</b>		<b>605,233</b>
<b>Information Technology Fund</b>		<b>1,178,577</b>
<b>Mail Distribution Fund</b>		<b>815,327</b>
<b>Total Payments to Facilities Management</b>		<b>\$39,020,190</b>

<b>Capital Debt Retirement Fund (60450)</b> <i>Reimbursements made to the Capital Lease Retirement Fund (2002) to repay non-voter approved debt.</i>		
<b>Road Fund</b>		<b>\$701,000</b>
<b>Library Levy Fund</b>		<b>125,000</b>
<b>Video Lottery Fund</b>		<b>712,888</b>
<b>Capital Improvement Fund</b>		<b>450,000</b>
<b>Sellwood Bridge Replacement Fund</b>		<b>6,344,882</b>
<b>Information Technology Fund</b>		<b>950,000</b>
<b>Facilities Management Fund</b>		<b>5,449,772</b>
<b>Total Payments to the Capital Debt Retirement Fund</b>		<b>\$14,733,542</b>

# Details of Service Reimbursements

fy2013 adopted budget

<b>Distribution Fund (60460)</b>		
<i>Paid to the Distribution Fund (3504) for mail distribution and delivery, materials management, and central stores.</i>		
<b>General Fund</b>		<b>\$1,462,808</b>
NONDEPARTMENTAL	15,132	
DISTRICT ATTORNEY	245,506	
COUNTY HUMAN SERVICES	35,569	
HEALTH DEPARTMENT	352,049	
COMMUNITY JUSTICE	196,330	
SHERIFF'S OFFICE	132,652	
COUNTY MANAGEMENT	355,258	
COUNTY ASSETS	7,100	
COMMUNITY SERVICES	123,212	
<b>Road Fund</b>		<b>7,070</b>
<b>Federal State Fund</b>		<b>560,722</b>
NONDEPARTMENTAL	3,752	
DISTRICT ATTORNEY	44,027	
COUNTY HUMAN SERVICES	213,551	
HEALTH DEPARTMENT	297,742	
COMMUNITY JUSTICE	1,650	
<b>Willamette River Bridge Fund</b>		<b>8,770</b>
<b>Library Levy Fund</b>		<b>12,815</b>
<b>Land Corner Preservation Fund</b>		<b>4,550</b>
<b>Inmate Welfare Fund</b>		<b>1,988</b>
<b>Justice Services Special Operations Fund</b>		<b>32,746</b>
COMMUNITY JUSTICE	18,206	
SHERIFF'S OFFICE	14,540	
<b>Video Lottery Fund</b>		<b>1,814</b>
NONDEPARTMENTAL	96	
COMMUNITY JUSTICE	1,718	
<b>Sellwood Bridge Replacement Fund</b>		<b>3,217</b>
<b>Behavioral Health Managed Care Fund</b>		<b>7,432</b>
<b>Risk Management Fund</b>		<b>62,222</b>
NONDEPARTMENTAL	32,799	
COUNTY MANAGEMENT	29,423	
<b>Fleet Management Fund</b>		<b>7,808</b>
<b>Information Technology Fund</b>		<b>11,685</b>
<b>Facilities Management Fund</b>		<b>25,687</b>
<b>Total Payments to the Distribution Fund</b>		<b>\$2,211,334</b>

# Detail of Cash Transfers Between Funds

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From (Fund)	To (Fund)	To (Dept.)	Amount	Description
General Fund	Library Fund	Overall County	\$6,559,204	OTO transfer to the Library
General Fund	Library Fund	Library	\$18,319,980	\$14,879,184 ongoing, \$3,440,796 OTO transfer to the Library
General Fund	Information Technology Fund	County Assets	\$1,500,000	FY 2012 contingency set aside to IT fund for projects
Federal/State Program Fund	General Fund	Overall County/ Health	\$1,051,541	Federal Qualified Health Center/Dental BWC funds to the General Fund
Animal Control Fund	General Fund	Community Services	\$2,085,000	Animal License Fees/Other Revenue; Partially Offsets Costs Associated with Animal Control Program.
Revenue Bond Sinking Fund	General Fund	Overall County	\$150,000	Transfers fund balance to General Fund
Information Technology Fund	General Fund	Overall County	\$60,000	Transfers DA ITAR balance (OTO)
Sellwood Bridge Replacement Fund	Risk Fund	Overall County	\$9,065,000	Loan Repayment
Mail Distribution Fund	General Fund	County Assets	\$103,442	OTO for costs of transferred position
Mail Distribution Fund	Fleet Management Fund	County Assets	\$212,593	OTO for costs of transferred positions
Facilities Management Fund	Capital Improvement Fund	County Assets	\$379,411	Capital Program Fee on Facility and Property Management space
General Fund	Capital Improvement Fund	County Assets	\$8,276	Animal Services Modular Trailer Payment
Facilities Management Fund	Asset Preservation Fund	County Assets	\$168,404	Asset Preservation Fee on Facility and Property Management space

## Debt Overview

Debt is frequently an appropriate method of financing capital projects. It entails careful monitoring of such issuances to ensure that an erosion of the County's credit quality does not result. The County is rated by Moody's Investors Services as well as Standard & Poor's. Moody's rates the County's General Obligation debt at Aaa, the highest municipal rating that can be assigned. Moody's rates the County's Full Faith & Credit debt at Aa1 while Standard & Poor's assigns a comparable AA rating. Both rating agencies note that the County has a stable financial outlook.

Various types of securities are used to issue debt. Features of a security include its purpose, length of financing and the source of funds for repayment. Multnomah County uses the following types of securities that are pledged to repay government debt: general obligation, revenue, pension and full, faith and credit obligation bonds. Both general obligation bonds and full faith and credit bonds are direct obligations pledging the full faith and credit of the County.

In FY 2013, the County has \$230 million of the following debt obligations.

- General Obligation Bonds - \$31.8 million outstanding
- Pension Obligation Bonds - \$131.5 million outstanding
- Full Faith & Credit Obligations - \$66.8 million outstanding

Each obligation has a dedicated revenue stream that supports the debt service payments. The following sections describe each debt category including debt limitations and a detailed table of principal and interest payments.

### *General Obligation Bonds*

General Obligation Bonds (GO Bonds) are supported by the full faith and credit of the issuing jurisdiction. A county government, for example, pledges unconditionally to pay the interest and principal on the debt as it comes due. This implies that all unrestricted public revenues will be used to meet the debt service, including whatever level of property tax within the jurisdiction is necessary to retire the debt. General Obligation Bonds require voter approval and are not subject to Measure 5 limits.

GO Bonds were originally issued during the 1990's and refunded in FY 2010. They were issued to support, among other things, construction of the Wapato Jail and restoration of the Central Library. GO Bonds are supported by a property tax levy that is exempt from Measure 5 limits on assessments. In FY 2013 the GO Bond levy is estimated to cost Multnomah County taxpayers approximately 14 cents per \$1,000 of assessed value. That translates to a tax payment of about \$30 per year for the "average" homeowner in the County. These bonds will be retired in FY 2017.

There are two statutory limits on local government borrowing and an internal County policy that establishes limits on debt service payments. The most restrictive limit would provide for additional borrowing of approximately \$125 million in FY 2012. ORS 287A.100 provides a debt limit on voter approved general obligation (GO) bonds of 2% of the real market value of all taxable property within the County. The following table represents the GO debt capacity as of July 1, 2012.

### GO Bond Debt Limitation

Real Market Value 2011-2012	\$95,354,431,618
Debt limit at 2%	1,907,088,632
Outstanding Debt (7/1/2012)	(31,795,000)
Legal Debt Margin	\$1,875,293,632

Multnomah County's FY 2013 outstanding GO debt is \$31.8 million. The existing debt was refinanced in FY 2010, saving the county an estimated \$5.2 million dollars over the life of the obligations. The county's current GO obligations will be retired in FY 2017.

### General Obligation Bonds *(in thousands)*

Debt Description	Dated	Maturity Date	Average Annual Interest	Amount Issued	Principal Outstanding 6/30/2012	Principal Outstanding 6/30/2013	2012-13 Interest	2012-13 Principal
Series 2010 - GO Refunding Bonds	03/31/10	10/01/16	1.70%	\$45,175	\$31,795	\$24,935	\$1,302	\$6,860

### *Revenue Bonds*

Revenue bonds are debt instruments that are retired by specified dedicated revenues, often generated by an activity or a project funded out of the debt proceeds. Revenue bonds are designed to be self-supporting through user fees or other special earmarked receipts; the general taxing powers of the jurisdiction are not pledged for retirement of the debt. The debt created through the issuance of revenue bonds is to be repaid by the earnings from the operations of a revenue-producing enterprise or from special taxes.

The County currently has no outstanding revenue bonds. Two bonds related to projects where the County partnered with not-for-profit agencies were retired early in FY 2012. This resulted in savings of approximately \$150,000 that was returned to the General Fund for use in FY 2013.

Revenue bonds may be issued to finance the County's portion of the Sellwood Bridge replacement project. Debt proceeds budgeted for this project (program 91017) in FY 2013 represent an amount that would fund the County's share of what is estimated to be a \$290 million project. This is a multi-year project with completion scheduled for FY 2016.

Principal and interest payments associated with this debt issue will be supported by proceeds from the Multnomah County's Vehicle Registration Fee (VRF) set at \$19 per year for most passenger cars and light-duty trucks. As this is a new credit for Multnomah County it remains to be determined if a revenue bond approach will yield the most favorable results.

### *PERS Pension Revenue Bonds*

Pension Obligation Bonds were issued in FY 2000 to cover the County's estimated unfunded actuarial liability (UAL) to Public Employees Retirement System (PERS). The County issued \$185 million of taxable debt for this purpose. It is estimated that issuance of these bonds provided present value savings of up to \$30 million based on projected increases in PERS rates that would otherwise have been necessary to make up the UAL over time. Debt service payments are covered through internal service charges based on payroll. For FY 2013 the rate charged to departments is 6.5% of payroll.

#### **PERS Pension Revenue Bonds** (in thousands)

Debt Description	Dated	Maturity Date	Average Annual Interest	Amount Issued	Principal Outstanding 6/30/2012	Principal Outstanding 6/30/2013	2012-13 Interest	2012-13 Principal
Limited Tax Pension Obligation Revenue Bonds	12/01/99	06/01/30	7.67%	\$184,548	\$131,513	\$127,034	\$12,562	\$4,479



### *Full Faith and Credit Obligations*

There are currently four outstanding Full Faith and Credit Obligations (FFCs). As the name implies, FFCs are backed by the County's credit worthiness and are payable from any legally available revenue source. The Series 2003 FFC was issued in support of the Health Department's clinic system. The Series 2004 FFC was an advance refunding that rolled several small issues into one. Projects supported by this issue include acquisition of the Multnomah Building, construction of the Multnomah County East facility, and costs related to acquisition and implementation of SAP.

More recently, the County issued Series 2010A to support facilities capital, IT projects, and the Library materials movement project and Series 2010B to support construction of the East County Courthouse. The Series 2010B bonds were sold as Build America Bonds (BABs) that were authorized by the American Recovery and Reinvestment, better known as the stimulus package. These bonds are taxable but carry a 45% interest subsidy from the federal treasury which results in a lower total cost of borrowing than could be achieved under a tax-exempt financing.

The County has approximately \$67 million of outstanding FFC debt. This represents the non-voter approved debt against which the internal financial policy is measured. ORS 287A.105 provides a debt limit on non-voter approved debt of 1% of the real market value of all taxable property within the County. The following table represents the estimated debt capacity as of July 1, 2012.

#### **Full Faith and Credit Obligations Debt Limitation**

Real Market Value 2011 - 2012	\$95,354,431,618
Debt limit at 1%	953,544,316
Outstanding Debt (7/1/2012)	(66,840,000)
Legal Debt Margin	\$886,704,316

In addition to these statutory debt limits, the County's internal Financial & Budget Policies, adopted by the Board, further limit non-voter approved debt. The policy was changed for FY 2013 in order to provide the Board with greater flexibility to finance projects (i.e., replacement/renovation of the Downtown Courthouse) that are in the planning phase.

Previously the policy stated that annual debt service payments will not exceed 5% of General Fund budgeted revenues. The policy has been changed to limit debt service payments to no more than 5% of General Fund revenues for debt supported directly by the General Fund. With this change in policy the County will have an estimated \$135 million in additional debt capacity.

Debt payments are approximately \$11.3 million in FY 2013. Most FFC debt is recovered from departments in the form of facility charges. For example, tenants in the Multnomah Building pay their share of debt service based on the space they occupy in the facility. A portion of the annual debt service (about \$3.5 million) is supported with the remaining proceeds from a \$24.2 million debt “buydown” package that was included in the FY 2009 budget. All of the existing FFC debt will be retired by FY 2020.

Ultimately, the General Fund is the primary source for repayment of FFC debt. Because principal and interest payments are allocated to buildings and projects based on usage it is estimated that approximately 40% of total debt payments are supported by other funds. Ratings agencies have taken note of the fact that the County has taken steps to minimize the impact of debt service payments on the General Fund. Moody's Investor Services recently upgraded the County's FFC debt rating to Aa1 – the second highest rating available – and noted the low overall debt burden and the fact that all FFC debt is retired within the next seven years in their analysis.

### Full Faith and Credit Obligations *(in thousands)*

Debt Description	Dated	Maturity Date	Average Annual Interest	Amount Issued	Principal Outstanding 6/30/2012	Principal Outstanding 6/30/2013	2012-13 Interest	2012-13 Principal
Series 2003 - Full Faith and Credit	06/01/03	07/01/13	2.83%	\$9,615	\$2,160	\$1,100	\$52	\$1,060
Series 2004 - Full Faith and Credit	10/01/04	08/01/19	3.71%	\$54,235	\$42,555	\$36,545	\$1,897	\$6,010
Series 2010A - Full Faith and Credit	03/31/10	06/01/17	2.96%	\$9,800	\$7,125	\$5,750	\$214	\$1,375
Series 2010B - Full Faith and Credit	12/14/10	06/01/30	2.74%	\$15,000	\$15,000	\$15,000	\$713	\$0
<b>Total Full Faith and Credit</b>				<b>\$88,650</b>	<b>\$66,840</b>	<b>\$58,395</b>	<b>\$2,876</b>	<b>\$8,445</b>

### *Leases, Contracts and Loans*

The County has entered into various lease/purchase agreements to acquire property and equipment. These lease agreements qualify as capital leases for accounting purposes and have been capitalized in accordance with generally accepted accounting principles (GAAP). In FY 2009, the County entered into a loan with another governmental agency for the purpose of making capital improvements to the County road system.

#### Leases, Contracts and Loans (in thousands)

Debt Description	Dated	Maturity Date	Average Annual Interest	Amount Issued	Principal Outstanding 6/30/2012	Principal Outstanding 6/30/2013	2012-13 Interest	2012-13 Principal
Oregon Transportation Infrastructure Bank (Loan)	09/01/08	09/01/25	3.98%	\$4,600	\$3,254	\$2,910	\$70	\$344
Sellwood Lofts - Capital Lease	01/01/02	01/01/32	2.50%	\$1,093	\$991	\$974	\$101	\$17
Sheriff's Office Warehouse - Capital Lease	07/01/10	06/30/17	4.00%	\$814	\$605	\$493	\$22	\$112
<b>Total Leases and Contracts</b>				<b>\$6,507</b>	<b>\$4,850</b>	<b>\$4,377</b>	<b>\$193</b>	<b>\$473</b>

## Summary of Scheduled Principal/Interest Payments All Debt (Excluding Capital Leases) Through Retirement

FY	Principal	Interest	Total	Final Maturity of Bond Issue
2013	\$19,783,963	\$16,740,938	\$36,524,901	
2014	20,141,921	17,016,167	37,158,088	Series 2003, Full Faith & Credit
2015	18,228,962	17,371,526	35,600,488	
2016	18,559,944	15,519,032	34,078,976	
2017	29,185,000	6,028,180	35,213,180	Series 2010, General Obligation Refunding; Series 2010A Full Faith & Credit
2018	24,525,000	4,369,557	28,894,557	
2019	27,045,000	2,700,185	29,745,185	
2020	10,404,168	20,703,133	31,107,301	Series 2004, Full Faith & Credit Refunding
2021	6,558,023	22,119,865	28,677,888	
2022	6,478,310	23,670,578	30,148,888	
2023	6,398,665	25,286,573	31,685,238	
2024	6,321,062	26,980,726	33,301,788	
2025	6,249,526	28,756,022	35,005,548	
2026	6,179,707	30,616,517	36,796,224	
2027	6,110,776	32,559,192	38,669,968	
2028	6,048,150	34,593,796	40,641,946	
2029	5,992,195	36,729,707	42,721,902	
2030	<u>5,937,788</u>	<u>38,971,800</u>	<u>44,909,588</u>	Series 1999, PERS Pension Obligation Bonds; Series 2010B, Full Faith and Credit
<b>Total</b>	<b>\$230,148,160</b>	<b>\$400,733,494</b>	<b>\$630,881,654</b>	

# Debt Amortization Schedule

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Debt Description	Dated	Maturity Date	Avg Annual Interest	Amount Issued (in thousands)	Principal Outstanding 6/30/2012	Principal Outstanding 6/30/2013	2012-2013 Interest	2012-2013 Principal
<b>General Obligation Bonds:</b>								
Series 2010 Refunding Bonds	03/31/10	10/01/16	1.7%	\$45,175	\$31,795	\$24,935	\$1,303	\$6,860
<b>PERS Pension Revenue Bonds:</b>								
Limited Tax Pension Obligation Revenue Bonds	12/01/99	06/01/30	7.67%	\$184,548	\$131,513	\$127,034	\$12,563	\$4,479
<b>Full Faith and Credit Obligations:</b>								
2003 Full Faith and Credit	06/01/03	07/01/13	2.83%	\$9,615	\$2,160	\$1,100	\$52	\$1,060
2004 Full Faith and Credit	10/01/04	08/01/19	3.71%	54,235	42,555	36,545	1,897	6,010
2010A Full Faith and Credit	03/31/10	06/01/17	2.96%	9,800	7,125	5,750	214	1,375
2010B Full Faith and Credit	12/14/10	06/01/30	2.74%	15,000	15,000	15,000	713	0
<b>Total Full Faith and Credit</b>				<b>\$88,650</b>	<b>\$66,840</b>	<b>\$58,395</b>	<b>\$2,876</b>	<b>\$8,445</b>
<b>Leases and Contracts:</b>								
Sheriff's Office Warehouse-Capital Lease	07/01/10	06/30/17	4.00%	\$814	\$605	\$493	\$22	\$112
Sellwood Lofts - Capital Lease	01/01/02	01/01/32	2.50%	1,093	991	974	101	17
<b>Total Leases and Contracts</b>				<b>\$1,907</b>	<b>\$1,596</b>	<b>\$1,467</b>	<b>\$123</b>	<b>\$129</b>
<b>Loans</b>								
Oregon Transportation Infrastructure Bank	09/01/08	09/01/25	3.98%	\$4,600	\$3,254	\$2,910	\$70	\$344
Taxable Non-Revolving Credit Facility and Bond - Sellwood Bridge	12/14/11	12/14/12	0.96%	15,000	15,000	15,000	144	15,000
<b>Total Loans</b>				<b>\$19,600</b>	<b>\$18,254</b>	<b>\$17,910</b>	<b>\$217</b>	<b>\$15,344</b>

# Summary Expenses & Revenues by Source

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Below is a chart detailing the Multnomah County's spending on many of our major state-shared services and the source of funding for those functions. This chart is being produced in compliance with the revised language of ORS 294.419.

	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Adopted
<b>District Attorneys</b>				
Revenues:				
- General Resources	16,661,659	20,312,198	17,780,125	19,265,981
- State Grants	4,722,047	3,250,307	5,133,131	5,227,200
- Federal Grants	537,287	144,748	304,543	155,789
- Other Resources	1,758,563	1,572,803	1,448,915	1,532,415
Expenditures	23,334,809	25,280,056	24,666,714	26,181,385
<b>Community Corrections</b>				
Revenues:				
- General Resources	97,701,886	94,771,815	106,704,187	103,268,490
- State Grants	13,980,054	25,305,395	20,714,637	22,991,364
- Federal Grants	634,096	788,366	681,806	315,148
- Other Resources	15,096,192	13,458,673	14,106,072	11,744,073
Expenditures	127,412,228	132,586,971	142,206,702	137,364,344
<b>Juvenile Corrections and Probation</b>				
Revenues:				
- General Resources	16,952,761	20,609,530	23,738,856	21,035,815
- State Grants	21,970	5,079,661	4,469,748	4,729,774
- Federal Grants	3,620,239	295,429	320,122	197,516
- Other Resources	2,975,665	5,632,269	3,478,999	6,690,863
Expenditures	23,570,635	31,616,889	32,007,725	32,653,968
<b>Roads</b>				
Revenues:				
- General Resources	0	0	0	0
- State Grants	28,492,637	27,117,336	32,333,857	33,336,246
- Federal Grants	0	0	0	0
- Other Resources	12,379,889	12,109,728	11,014,014	12,471,925
Expenditures	34,952,341	37,437,518	43,347,871	45,808,171
<b>Veteran's Services</b>				
Revenues:				
- General Resources	180,816	180,816	229,049	189,416
- State Grants	163,121	163,121	173,297	184,503
- Federal Grants	0	0	402,549	501,258
- Other Resources	0	0	0	0
Expenditures	343,937	343,937	804,895	875,117
<b>Mental Health and Chemical Dependency</b>				
Revenues:				
- General Resources	15,837,126	14,926,407	16,108,998	14,482,869
- State Grants	72,819,809	81,118,304	78,573,075	82,661,218
- Federal Grants	917,895	656,261	541,750	160,000
- Other Resources	14,995,162	16,916,334	18,782,371	18,431,175
Expenditures	89,865,073	94,514,143	114,006,194	115,735,262

# Summary Expenses & Revenues by Source

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	FY 2010 Actual	FY 2011 Actual	FY 2012 Adopted	FY 2013 Adopted
<b>Public Health</b>				
Revenues:				
- General Resources	20,267,414	23,526,634	26,323,019	37,200,380
- State Grants	11,326,969	12,103,010	11,934,184	12,427,707
- Federal Grants	5,338,176	7,267,653	9,048,731	7,413,857
- Other Resources	18,592,215	19,102,083	18,876,206	8,121,670
Expenditures	55,524,773	61,999,380	66,182,140	65,163,614
<b>Assessment and Taxation</b>				
Revenues:				
- General Resources	8,403,721	5,708,236	10,000,888	10,820,333
- State Grants	3,472,154	3,627,822	3,449,282	3,518,269
- Federal Grants	0	0	0	0
- Other Resources	2,123,436	5,634,375	4,913,938	5,135,869
Expenditures	13,999,312	14,970,434	18,364,108	19,474,471
<b>Economic Development</b>				
Revenues:				
- General Resources	17,166,879	17,178,313	17,452,639	23,360,000
- Video Lottery Funds*	3,955,920	4,095,000	4,974,750	5,223,488
- State Grants	17,370,998	16,293,858	16,466,588	12,187,574
- Federal Grants	1,536,210	1,710,776	1,731,876	289,584
- Other Resources	2,584,829	1,226,093	1,801,336	1,826,086
Expenditures	41,557,721	40,504,040	42,427,189	42,886,732

\*As required by State law, Video Lottery Funds are spent only on Economic Development.

# Departmental Budget Detail by Fund

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## Departmental Budget Detail by Fund (Legal Detail)

Community Justice.....	DCJ
Community Services.....	DCS
County Assets.....	DCA
County Human Services.....	DCHS
County Management.....	DCM
District Attorney's Office.....	DA
Health Department.....	HD
Library.....	LIB
Nondepartmental.....	NOND
Sheriff's Office.....	MCSO



# **Departmental Budget Detail by Fund**

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# **Departmental Budget Detail by Fund**

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## Department of Community Justice Expenditure and Position Detail by Fund

# **Departmental Budget Detail by Fund**

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## COMMUNITY JUSTICE

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
17,892,842	18,025,736	18,856,728	18,850,917	60000	Permanent	18,116,549	18,116,549	18,164,225
866,354	1,298,193	718,532	605,462	60100	Temporary	585,753	585,753	581,050
265,393	272,924	209,210	345,162	60110	Overtime	305,700	305,700	303,522
337,766	353,111	136,590	149,826	60120	Premium	311,865	311,865	253,587
5,696,169	5,892,939	6,170,845	6,206,499	60130	Salary-Related Exp	6,084,382	6,084,382	6,075,451
202,728	287,103	51,282	50,494	60135	Non-Base Fringe	48,853	48,853	48,461
5,120,233	5,611,298	5,961,413	5,918,834	60140	Insurance Benefits	5,867,687	5,867,687	5,882,980
48,733	91,181	29,823	29,365	60145	Non-Base Insurance	28,408	28,408	28,180
-72,006	-28,135	0	0	90001	ATYP Posting (CATS)	0	0	0
29	-2,500	0	0	90002	ATYP On Call (CATS)	0	0	0
78,417	94,633	0	0	95102	Settle Labor	0	0	0
177	0	0	0	95200	ATYP Clean Up (Cent)	0	0	0
<b>30,436,836</b>	<b>31,896,483</b>	<b>32,134,423</b>	<b>32,156,559</b>	<b>TOTAL Personal Services</b>		<b>31,349,197</b>	<b>31,349,197</b>	<b>31,337,456</b>
98,214	224,210	203,000	203,000	60150	Cnty Match & Sharing	281,731	281,731	281,731
123,646	220,840	370,726	322,616	60155	Direct Prog & Client Assist	533,122	533,122	533,122
114,656	9,410,446	10,028,218	10,181,304	60160	Pass-Thru & Pgm Supt	10,393,669	10,393,669	10,616,565
10,095,151	864,667	1,149,305	946,119	60170	Professional Services	1,221,625	1,221,625	1,221,625
11,796	-25,345	0	0	95106	Settle Passthru/Supp	0	0	0
<b>10,443,463</b>	<b>10,694,818</b>	<b>11,751,249</b>	<b>11,653,039</b>	<b>TOTAL Contractual Services</b>		<b>12,430,147</b>	<b>12,430,147</b>	<b>12,653,043</b>
112,207	117,583	159,956	159,956	60180	Printing	137,952	137,952	137,952
2,085	460	287,768	313,224	60200	Communications	333,536	333,536	333,536
4,316	6,075	10,000	10,000	60210	Rentals	7,500	7,500	7,500
26,924	21,702	335,135	335,135	60220	Repairs and Maintenance	129,286	129,286	129,286
768	1,168	2,175	2,175	60230	Postage	2,125	2,125	2,125
356,782	513,538	549,788	533,179	60240	Supplies	584,767	584,767	597,421
681	-73	60,210	60,210	60246	Medical & Dental Supplies	40,210	40,210	40,210
221,972	227,402	240,653	240,653	60250	Food	217,764	217,764	217,764
146,826	153,409	263,875	263,084	60260	Travel & Training	259,793	259,793	259,793
27,898	28,132	49,343	49,343	60270	Local Travel/Mileage	43,394	43,394	43,394
3,646	4,190	608	608	60280	Insurance	9,184	9,184	9,184
74,587	84,013	105,894	105,894	60290	Software Licenses/Maint	102,693	102,693	102,693
4,970	0	10,000	10,000	60310	Drugs	10,000	10,000	10,000
0	100	0	0	60320	Refunds	0	0	0
100	0	0	0	60330	Claims Paid	0	0	0
7,563	37,431	49,417	49,417	60340	Dues & Subscriptions	49,547	49,547	49,547
0	0	0	1,427	60350	Central Indirect	1,183	1,183	1,183
0	0	0	4,519	60355	Dept Indirect	4,489	4,489	4,489
503,418	562,739	407,975	441,437	60370	Intl Svc Telephone	421,506	421,506	421,506
4,088,279	4,034,689	4,020,021	4,020,021	60380	Intl Svc Data Processing	4,419,772	4,419,772	4,419,772
331,950	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
190,969	415,181	473,380	473,380	60410	Intl Svc Motor Pool	548,327	548,327	548,327
85,038	90,193	108,083	108,083	60420	Intl Svc Electronics	123,183	123,183	123,183
3,160,277	3,681,535	3,860,850	3,860,850	60430	Intl Svc Bldg Mgmt	4,218,469	4,218,469	4,218,469
23,642	14,746	0	0	60440	Intl Svc Other	0	0	0
227,167	232,632	246,053	246,053	60460	Intl Svc Dist/Postage	196,330	196,330	196,330
0	247	0	0	60570	Bad Debt Expense	0	0	0
1,141	0	0	0	60660	Goods Issue	0	0	0
0	4,408	0	0	95101	Settle Matrl & Svcs	0	0	0
35	54	0	0	95110	Settle Inv Acctnt	0	0	0

## COMMUNITY JUSTICE

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
315,143	276,404	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>9,918,383</b>	<b>10,507,958</b>	<b>11,241,184</b>	<b>11,288,648</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>11,861,010</b>	<b>11,861,010</b>	<b>11,873,664</b>
34,685	0	11,000	11,000	60550 Capital Equipment	11,000	11,000	11,000
<b>34,685</b>	<b>0</b>	<b>11,000</b>	<b>11,000</b>	<b>TOTAL Capital Outlay</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
<b>50,833,366</b>	<b>53,099,260</b>	<b>55,137,856</b>	<b>55,109,246</b>	<b>TOTAL BUDGET</b>	<b>55,651,354</b>	<b>55,651,354</b>	<b>55,875,163</b>

## COMMUNITY JUSTICE

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
3.80	215,162	3.80	222,807	3.80	232,882	3.80	232,882	ADMINISTRATIVE ANALYST	3.80	235,321	3.80	235,321	3.80	235,321
1.00	45,396	1.00	47,007	1.00	49,172	1.00	49,172	ADMINISTRATIVE ASSISTANT	1.00	50,278	1.00	50,278	1.00	50,278
4.00	169,736	3.00	130,630	3.00	133,820	3.00	133,820	ADMINISTRATIVE SPECIALIST	3.00	134,091	3.00	134,091	3.00	134,091
0.00	0	1.00	46,948	1.00	46,948	1.00	46,948	ADMINISTRATIVE SPECIALIST/NR	1.00	49,929	1.00	49,929	1.00	49,929
1.00	58,567	1.00	60,636	1.00	61,554	1.00	61,554	BACKGROUND INVESTIGATOR	1.00	61,131	1.00	61,131	1.00	61,131
1.00	48,974	4.40	237,053	4.43	246,306	4.43	246,306	BASIC SKILLS EDUCATOR	0.00	0	0.00	0	0.00	0
2.00	119,205	2.00	123,454	2.00	128,196	2.00	128,196	BUDGET ANALYST	2.00	129,152	2.00	129,152	2.00	129,152
0.00	0	0.00	0	0.00	0	0.00	0	CASE MANAGER 2	0.00	0	0.00	0	1.00	62,404
2.00	87,812	2.00	90,953	2.00	94,809	2.00	94,809	CLERICAL UNIT COORDINATOR	2.00	95,489	2.00	95,489	2.00	95,489
1.00	69,940	1.00	72,412	1.00	73,518	1.00	73,518	CLINICAL COORDINATOR	0.00	0	0.00	0	0.00	0
18.22	1,425,536	19.76	1,652,039	21.75	1,825,762	21.75	1,825,762	COMMUNITY JUSTICE MANAGER	19.32	1,676,931	19.32	1,676,931	19.32	1,676,931
10.58	455,249	10.83	493,972	10.73	501,817	10.73	501,817	COMMUNITY WORKS LEADER	11.00	516,333	11.00	516,333	11.00	516,333
3.00	175,702	3.00	181,908	3.00	184,662	3.00	184,662	CONTRACT SPECIALIST	3.00	183,393	3.00	183,393	3.00	183,393
5.60	180,811	4.80	158,075	4.80	165,205	4.80	165,205	COOK	4.80	168,926	4.80	168,926	4.80	168,926
19.00	1,052,763	26.00	1,561,714	26.00	1,584,952	26.00	1,584,952	CORRECTIONS COUNSELOR	6.00	377,520	6.00	377,520	6.00	377,520
36.23	1,531,307	36.88	1,646,393	36.92	1,695,726	36.92	1,695,726	CORRECTIONS TECHNICIAN	38.01	1,796,703	38.01	1,796,703	38.01	1,796,703
1.00	62,546	1.00	64,768	1.00	67,759	1.00	67,759	DATA ANALYST/SR	1.00	69,306	1.00	69,306	1.00	69,306
1.00	141,165	1.00	147,481	1.00	140,378	1.00	140,378	DEPARTMENT DIRECTOR 1	1.00	152,274	1.00	152,274	1.00	152,274
0.00	0	0.00	0	3.00	350,232	3.00	350,232	DIVISION DIRECTOR 2	3.00	359,636	3.00	359,636	3.00	359,636
1.00	79,555	1.00	83,115	1.00	87,256	1.00	87,256	FINANCE MANAGER	1.00	92,795	1.00	92,795	1.00	92,795
3.00	127,592	2.00	84,171	2.00	87,595	2.00	87,595	FINANCE SPECIALIST 1	0.90	42,761	0.90	42,761	0.90	42,761
1.00	52,583	2.00	102,187	2.00	106,874	2.00	106,874	FINANCE SPECIALIST 2	3.00	159,704	3.00	159,704	3.00	159,704
1.00	58,533	1.00	58,840	1.00	67,254	1.00	67,254	FINANCE SPECIALIST/SR	1.00	66,789	1.00	66,789	1.00	66,789
0.00	0	0.00	0	1.00	69,717	1.00	69,717	FINANCE SUPERVISOR	1.00	71,521	1.00	71,521	1.00	71,521
4.80	124,272	4.80	128,524	4.80	134,348	4.80	134,348	FOOD SERVICE WORKER	4.80	137,336	4.80	137,336	4.80	137,336
1.00	54,271	1.00	56,698	1.00	53,187	1.00	53,187	HUMAN RESOURCES ANALYST 1	1.00	57,333	1.00	57,333	0.80	45,866
1.00	56,725	1.00	58,755	1.00	61,463	1.00	61,463	HUMAN RESOURCES ANALYST 2	1.00	62,824	1.00	62,824	1.00	62,824
1.00	68,604	1.00	71,674	1.00	61,235	1.00	61,235	HUMAN RESOURCES ANALYST 2	1.00	65,121	1.00	65,121	1.00	65,121
2.00	151,248	2.00	164,455	2.00	158,016	2.00	158,016	HUMAN RESOURCES ANALYST, SENIO	2.00	168,047	2.00	168,047	1.90	159,645
1.00	94,445	1.00	98,671	1.00	98,671	1.00	98,671	HUMAN RESOURCES MANAGER 2	1.00	104,935	1.00	104,935	1.00	104,935
1.00	47,779	1.00	49,917	1.00	39,516	1.00	39,516	HUMAN RESOURCES TECHNICIAN	1.00	44,236	1.00	44,236	1.50	67,916
1.00	123,156	1.00	132,495	0.00	0	0.00	0	IT MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
38.58	2,184,297	32.88	2,028,764	32.24	2,022,583	32.24	2,022,583	JUVENILE COUNSELOR	27.45	1,720,847	27.45	1,720,847	27.33	1,702,308
45.73	2,442,984	45.00	2,475,362	45.00	2,460,067	45.00	2,460,067	JUVENILE CUSTODY SERVICES SPEC	45.18	2,499,432	45.18	2,499,432	45.18	2,499,432
0.00	0	0.00	0	0.38	21,399	0.38	21,399	M & F COUNSELOR ASSOCIATE	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	132,495	1.00	132,495	MANAGER 2	1.25	155,907	1.25	155,907	1.25	155,907
0.00	0	0.00	0	8.00	788,589	8.00	788,589	MANAGER, SR	7.00	725,339	7.00	725,339	7.00	725,339
1.00	62,245	1.00	65,030	1.00	65,030	1.00	65,030	MCSO VOLUNTEER PROGRAM COORD	0.00	0	0.00	0	0.00	0
1.00	58,290	1.44	85,136	1.44	87,376	1.44	87,376	MENTAL HEALTH CONSULTANT	0.55	35,742	0.55	35,742	0.55	35,742
1.00	75,101	1.00	50,238	1.00	50,238	1.00	50,238	NUTRITION SERVICES MANAGER	1.00	53,426	1.00	53,426	1.00	53,426
12.00	420,833	11.00	398,174	11.00	406,185	11.00	406,185	OFFICE ASSISTANT 2	10.00	365,111	10.00	365,111	10.00	365,111
13.60	541,568	13.39	548,825	13.39	567,927	13.39	567,927	OFFICE ASSISTANT/SR	9.60	410,217	9.60	410,217	9.60	410,217
0.00	0	1.00	61,919	1.00	67,110	1.00	67,110	OPERATIONS ADMINISTRATOR	1.00	70,502	1.00	70,502	1.00	70,502

## COMMUNITY JUSTICE

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	0.00	0	0.00	0	OPERATIONS PROCESS SPECIALIST	4.00	234,686	4.00	234,686	4.00	234,686
1.00	59,267	0.00	0	0.00	0	0.00	0	OPERATIONS SUPERVISOR	0.00	0	0.00	0	0.00	0
32.00	2,120,213	28.33	1,909,700	30.42	2,106,024	30.42	2,106,024	PROBATION/PAROLE OFFICER	45.48	3,095,508	45.48	3,095,508	45.48	3,095,508
1.00	51,416	1.00	53,249	1.00	55,658	1.00	55,658	PROCUREMENT ANALYST	1.00	56,902	1.00	56,902	1.00	56,902
1.00	69,940	1.00	72,412	1.00	75,690	1.00	75,690	PROGRAM COMMUNICATIONS & WEB	1.00	75,171	1.00	75,171	1.00	75,171
3.40	185,710	5.60	322,381	5.59	326,391	5.59	326,391	PROGRAM COORDINATOR	2.17	125,559	2.17	125,559	2.17	125,559
0.00	0	0.00	0	2.50	74,956	2.50	74,956	PROGRAM EDUCATION AIDE	0.00	0	0.00	0	0.00	0
10.00	951,452	10.00	986,483	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
3.00	335,232	3.00	350,232	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
1.00	56,097	0.00	0	0.00	0	0.00	0	PROGRAM SPECIALIST	2.10	112,071	2.10	112,071	2.10	112,071
0.80	50,285	1.00	66,058	1.00	69,063	1.00	69,063	PROGRAM SPECIALIST/SR	1.91	132,265	1.91	132,265	1.91	132,265
0.80	33,478	0.80	34,672	0.80	36,258	0.80	36,258	PROGRAM TECHNICIAN	0.80	36,392	0.80	36,392	0.80	36,392
1.00	81,253	1.00	78,395	1.00	86,700	1.00	86,700	PUBLIC RELATIONS COORDINATOR	1.00	93,125	1.00	93,125	1.00	93,125
0.00	0	0.00	0	1.00	97,026	1.00	97,026	QUALITY MANAGER	1.00	103,185	1.00	103,185	1.00	103,185
12.00	481,401	11.00	464,748	12.00	516,150	12.00	516,150	RECORDS TECHNICIAN	17.71	749,669	17.71	749,669	17.71	749,669
1.00	41,246	0.00	0	0.00	0	0.00	0	RESEARCH/EVALUATION ANALYST 1	0.00	0	0.00	0	0.00	0
0.00	0	1.00	42,507	1.00	54,679	1.00	54,679	RESEARCH/EVALUATION ANALYST 2	1.00	55,931	1.00	55,931	1.00	55,931
1.00	75,494	1.00	78,783	1.00	80,304	1.00	80,304	RESEARCH/EVALUATION ANALYST/SR	1.00	79,747	1.00	79,747	1.00	79,747
0.00	636,406	0.00	-175,084	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
311.14	17,892,842	312.71	18,025,736	319.99	18,856,728	319.99	18,856,728	TOTAL BUDGET	302.83	18,116,549	302.83	18,116,549	303.91	18,164,225

## COMMUNITY JUSTICE

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
10,165,330	10,272,665	11,465,752	9,874,155	60000	Permanent	9,393,122	9,393,122	9,400,383
65,215	186,554	71,276	71,276	60100	Temporary	94,664	94,664	94,664
47,581	66,054	37,896	37,896	60110	Overtime	34,145	34,145	34,145
176,781	174,533	183,161	165,127	60120	Premium	171,954	171,954	171,954
3,403,268	3,566,517	4,058,714	3,505,952	60130	Salary-Related Exp	3,306,585	3,306,585	3,308,815
12,384	33,053	7,264	7,264	60135	Non-Base Fringe	7,895	7,895	7,895
2,779,781	3,020,512	3,519,759	3,004,543	60140	Insurance Benefits	2,957,316	2,957,316	2,959,566
2,698	8,600	2,413	2,413	60145	Non-Base Insurance	4,591	4,591	4,591
-80,568	-67,889	0	0	90001	ATYP Posting (CATS)	0	0	0
-29	967	0	0	90002	ATYP On Call (CATS)	0	0	0
8,340	12,646	0	0	95102	Settle Labor	0	0	0
-177	0	0	0	95200	ATYP Clean Up (Cent)	0	0	0
<b>16,580,604</b>	<b>17,274,213</b>	<b>19,346,235</b>	<b>16,668,626</b>	<b>TOTAL Personal Services</b>		<b>15,970,272</b>	<b>15,970,272</b>	<b>15,982,013</b>
72,290	0	0	0	60150	Cnty Match & Sharing	0	0	0
259,176	209,013	294,645	329,607	60155	Direct Prog & Client Assist	78,308	78,308	78,308
2,024,467	5,048,695	5,906,187	5,803,686	60160	Pass-Thru & Pgm Supt	5,173,940	5,173,940	5,173,940
2,868,153	403,026	369,869	393,264	60170	Professional Services	255,289	255,289	255,289
<b>5,224,085</b>	<b>5,660,735</b>	<b>6,570,701</b>	<b>6,526,557</b>	<b>TOTAL Contractual Services</b>		<b>5,507,537</b>	<b>5,507,537</b>	<b>5,507,537</b>
53,190	46,435	63,063	63,063	60180	Printing	59,918	59,918	59,918
47,865	50,107	83,018	59,416	60200	Communications	56,723	56,723	56,723
400	400	0	0	60210	Rentals	0	0	0
4,585	180	3,345	3,345	60220	Repairs and Maintenance	0	0	0
321	132	2,307	2,307	60230	Postage	2,257	2,257	2,257
129,462	93,114	236,620	232,192	60240	Supplies	162,765	162,765	162,765
144	4	40,742	40,742	60246	Medical & Dental Supplies	40,742	40,742	40,742
154,796	165,811	146,373	146,373	60250	Food	169,479	169,479	169,479
16,553	32,927	36,714	36,714	60260	Travel & Training	8,274	8,274	8,274
6,793	6,912	6,309	6,309	60270	Local Travel/Mileage	7,901	7,901	7,901
0	0	8,626	8,626	60280	Insurance	50	50	50
0	143	0	0	60320	Refunds	0	0	0
180	758	1,330	1,330	60340	Dues & Subscriptions	1,200	1,200	1,200
574,523	367,463	627,094	556,954	60350	Central Indirect	428,605	428,605	428,874
1,363,735	1,390,016	1,846,239	1,622,318	60355	Dept Indirect	1,512,022	1,512,022	1,512,935
246,816	45,933	35,214	1,752	60370	Intl Svc Telephone	170	170	170
235,287	8,926	7,618	7,618	60410	Intl Svc Motor Pool	10,636	10,636	10,636
8,740	9,999	0	0	60420	Intl Svc Electronics	0	0	0
496,909	175,505	0	0	60430	Intl Svc Bldg Mgmt	0	0	0
5,115	3,593	0	0	60440	Intl Svc Other	0	0	0
36,410	5,933	6,723	6,723	60460	Intl Svc Dist/Postage	1,650	1,650	1,650
0	285	0	0	60570	Bad Debt Expense	0	0	0
1,005	0	0	0	60660	Goods Issue	0	0	0
0	-4,408	0	0	95101	Settle Matrl & Svcs	0	0	0
4	0	0	0	95110	Settle Inv Acct	0	0	0
18,120	5,204	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>3,400,953</b>	<b>2,405,372</b>	<b>3,151,335</b>	<b>2,795,782</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>2,462,392</b>	<b>2,462,392</b>	<b>2,463,574</b>
17,889	0	0	0	60550	Capital Equipment	0	0	0
<b>17,889</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>25,223,531</b>	<b>25,340,320</b>	<b>29,068,271</b>	<b>25,990,965</b>	<b>TOTAL BUDGET</b>		<b>23,940,201</b>	<b>23,940,201</b>	<b>23,953,124</b>



## COMMUNITY JUSTICE

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	52,020	1.00	53,870	6.00	297,521	6.00	297,521	ADDICTIONS SPECIALIST	0.00	0	0.00	0	0.00	0
4.30	222,339	0.40	19,808	0.37	18,730	0.37	18,730	BASIC SKILLS EDUCATOR	0.35	18,500	0.35	18,500	0.35	18,500
5.00	225,645	4.00	185,823	4.00	191,378	4.00	191,378	CLERICAL UNIT COORDINATOR	4.00	185,253	4.00	185,253	4.00	185,253
16.34	1,307,625	14.86	1,260,074	14.08	1,184,068	14.08	1,184,068	COMMUNITY JUSTICE MANAGER	10.15	886,750	10.15	886,750	10.15	886,750
4.25	187,210	2.00	89,035	2.00	86,197	2.00	86,197	COMMUNITY WORKS LEADER	2.00	92,228	2.00	92,228	2.00	92,228
9.38	538,014	2.00	116,649	2.00	120,053	2.00	120,053	CORRECTIONS COUNSELOR	8.00	479,913	8.00	479,913	8.00	479,913
14.77	630,531	11.74	532,327	11.13	530,443	11.13	530,443	CORRECTIONS TECHNICIAN	7.58	367,702	7.58	367,702	7.58	367,702
9.92	552,131	11.72	721,808	12.36	776,967	12.36	776,967	JUVENILE COUNSELOR	9.35	578,313	9.35	578,313	9.47	585,574
9.27	476,891	7.00	386,447	12.00	618,988	12.00	618,988	JUVENILE CUSTODY SERVICES SPEC	11.81	624,755	11.81	624,755	11.81	624,755
0.50	23,548	0.00	0	0.68	38,588	0.68	38,588	M & F COUNSELOR ASSOCIATE	0.43	24,637	0.43	24,637	0.43	24,637
0.00	0	0.00	0	0.07	7,128	0.07	7,128	MANAGER 2	0.05	4,945	0.05	4,945	0.05	4,945
0.00	0	0.00	0	1.00	100,867	1.00	100,867	MANAGER, SR	1.00	105,819	1.00	105,819	1.00	105,819
9.00	542,894	8.56	549,061	8.56	563,581	8.56	563,581	MENTAL HEALTH CONSULTANT	8.46	558,964	8.46	558,964	8.46	558,964
1.00	36,474	2.00	75,544	2.00	72,370	2.00	72,370	OFFICE ASSISTANT 2	2.00	76,128	2.00	76,128	2.00	76,128
7.00	295,457	6.21	259,063	5.21	217,815	5.21	217,815	OFFICE ASSISTANT/SR	5.00	214,772	5.00	214,772	5.00	214,772
85.56	5,787,380	85.45	5,751,039	82.68	5,661,566	82.68	5,661,566	PROBATION/PAROLE OFFICER	64.55	4,473,103	64.55	4,473,103	64.55	4,473,103
1.60	77,294	1.40	71,151	0.42	21,834	0.42	21,834	PROGRAM COORDINATOR	0.83	43,080	0.83	43,080	0.83	43,080
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM EDUCATION AIDE	0.50	15,496	0.50	15,496	0.50	15,496
0.00	0	1.00	100,867	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM SPECIALIST	0.40	21,760	0.40	21,760	0.40	21,760
0.00	0	1.00	64,269	1.00	66,067	1.00	66,067	PROGRAM SPECIALIST/SR	0.09	5,972	0.09	5,972	0.09	5,972
22.82	876,301	20.72	822,700	21.62	891,591	21.62	891,591	RECORDS TECHNICIAN	15.00	615,032	15.00	615,032	15.00	615,032
0.00	-1,666,424	0.00	-786,870	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>201.71</b>	<b>10,165,330</b>	<b>181.06</b>	<b>10,272,665</b>	<b>187.18</b>	<b>11,465,752</b>	<b>187.18</b>	<b>11,465,752</b>	<b>TOTAL BUDGET</b>	<b>151.55</b>	<b>9,393,122</b>	<b>151.55</b>	<b>9,393,122</b>	<b>151.67</b>	<b>9,400,383</b>

## COMMUNITY JUSTICE

## FUND 1513: Inmate Welfare Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
10	0	0	0	60155 Direct Prog & Client Assist	0	0	0
1,112	1,640	1,810	1,810	60170 Professional Services	451	451	451
0	-1,637	0	0	95106 Settle Passthru/Supp	0	0	0
<b>1,122</b>	<b>3</b>	<b>1,810</b>	<b>1,810</b>	<b>TOTAL Contractual Services</b>	<b>451</b>	<b>451</b>	<b>451</b>
1,523	879	0	0	60240 Supplies	0	0	0
416	131	0	0	60250 Food	0	0	0
83	18	46	46	60350 Central Indirect	10	10	10
203	72	144	144	60355 Dept Indirect	39	39	39
0	50	0	0	60440 Intl Svc Other	0	0	0
<b>2,226</b>	<b>1,150</b>	<b>190</b>	<b>190</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>49</b>	<b>49</b>	<b>49</b>
<b>3,348</b>	<b>1,153</b>	<b>2,000</b>	<b>2,000</b>	<b>TOTAL BUDGET</b>	<b>500</b>	<b>500</b>	<b>500</b>

## COMMUNITY JUSTICE

## FUND 1516: Justice Services Special Ops Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,339,275	1,179,429	1,217,512	1,198,283	60000	Permanent	1,135,138	1,135,138	1,138,420
2,446	21,561	10,088	10,088	60100	Temporary	10,088	10,088	10,088
977	4,074	0	0	60110	Overtime	0	0	0
9,405	8,854	9,721	9,721	60120	Premium	4,827	4,827	4,827
423,688	380,861	393,322	387,419	60130	Salary-Related Exp	368,753	368,753	369,438
204	5,134	841	841	60135	Non-Base Fringe	841	841	841
386,419	373,962	399,701	395,327	60140	Insurance Benefits	381,740	381,740	377,773
103	970	489	489	60145	Non-Base Insurance	489	489	489
0	-259	0	0	90001	ATYP Posting (CATS)	0	0	0
-86,230	-106,777	0	0	95102	Settle Labor	0	0	0
<b>2,076,286</b>	<b>1,867,809</b>	<b>2,031,674</b>	<b>2,002,168</b>	<b>TOTAL Personal Services</b>		<b>1,901,876</b>	<b>1,901,876</b>	<b>1,901,876</b>
158	179	0	0	60155	Direct Prog & Client Assist	0	0	0
11,091	87,852	92,724	92,724	60160	Pass-Thru & Pgm Supt	88,422	88,422	88,422
173,051	93,781	94,178	94,178	60170	Professional Services	102,687	102,687	102,687
-11,796	26,982	0	0	95106	Settle Passthru/Supp	0	0	0
<b>172,503</b>	<b>208,795</b>	<b>186,902</b>	<b>186,902</b>	<b>TOTAL Contractual Services</b>		<b>191,109</b>	<b>191,109</b>	<b>191,109</b>
6,159	6,498	6,864	6,864	60180	Printing	6,498	6,498	6,498
0	0	11,789	9,935	60200	Communications	2,283	2,283	2,283
0	0	1,403	1,403	60220	Repairs and Maintenance	0	0	0
88	135	600	600	60230	Postage	600	600	600
7,667	21,574	9,740	11,594	60240	Supplies	13,346	13,346	13,346
561	606	500	500	60250	Food	500	500	500
5,634	10,127	13,426	13,426	60260	Travel & Training	13,426	13,426	13,426
114	309	944	944	60270	Local Travel/Mileage	944	944	944
1,312	1,564	1,550	1,550	60340	Dues & Subscriptions	1,550	1,550	1,550
63,859	37,304	59,183	58,440	60350	Central Indirect	45,691	45,691	45,691
155,422	148,997	187,407	185,052	60355	Dept Indirect	173,319	173,319	173,319
15,918	11,959	16,714	16,714	60370	Intl Svc Telephone	812	812	812
100	45	200	200	60410	Intl Svc Motor Pool	50	50	50
258	0	0	0	60420	Intl Svc Electronics	0	0	0
35,814	37,421	35,246	35,246	60430	Intl Svc Bldg Mgmt	39,204	39,204	39,204
18	964	17,360	17,360	60440	Intl Svc Other	11,312	11,312	11,312
18,125	17,955	18,589	18,589	60460	Intl Svc Dist/Postage	18,206	18,206	18,206
16,715	11,746	0	0	93007	Assess Int Svc Expenses	0	0	0
1	1	0	0	95110	Settle Inv Acct	0	0	0
1,588	5,625	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>329,354</b>	<b>312,829</b>	<b>381,515</b>	<b>378,417</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>327,741</b>	<b>327,741</b>	<b>327,741</b>
<b>2,578,143</b>	<b>2,389,433</b>	<b>2,600,091</b>	<b>2,567,487</b>	<b>TOTAL BUDGET</b>		<b>2,420,726</b>	<b>2,420,726</b>	<b>2,420,726</b>

## COMMUNITY JUSTICE

## FUND 1516: Justice Services Special Ops Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	40,416	1.00	41,841	0.00	0	0.00	0	CLERICAL UNIT COORDINATOR	0.00	0	0.00	0	0.00	0
1.00	65,589	1.00	67,938	1.00	71,032	1.00	71,032	CLINICAL COORDINATOR	0.00	0	0.00	0	0.00	0
0.44	36,535	0.38	33,055	0.17	14,366	0.17	14,366	COMMUNITY JUSTICE MANAGER	1.03	92,233	1.03	92,233	1.03	92,233
0.17	8,411	0.17	8,169	0.27	13,065	0.27	13,065	COMMUNITY WORKS LEADER	0.00	0	0.00	0	0.00	0
0.42	24,446	0.00	0	0.00	0	0.00	0	CORRECTIONS COUNSELOR	0.00	0	0.00	0	0.00	0
2.75	118,556	3.13	138,349	4.70	214,635	4.70	214,635	CORRECTIONS TECHNICIAN	5.86	276,739	5.86	276,739	5.86	276,739
0.00	0	0.00	0	0.07	4,265	0.07	4,265	M & F COUNSELOR ASSOCIATE	0.17	10,053	0.17	10,053	0.17	10,053
0.00	0	0.00	0	0.93	87,916	0.93	87,916	MANAGER 2	0.70	69,227	0.70	69,227	0.70	69,227
4.80	318,581	4.30	294,790	3.80	267,158	3.80	267,158	MARRIAGE AND FAMILY COUNSELOR	3.80	261,910	3.80	261,910	4.00	282,082
1.50	47,710	1.80	58,343	1.80	60,260	1.80	60,260	OFFICE ASSISTANT 2	1.50	49,200	1.50	49,200	1.00	32,310
1.00	39,954	1.00	41,363	1.80	72,091	1.80	72,091	OFFICE ASSISTANT/SR	1.80	74,768	1.80	74,768	1.80	74,768
5.44	359,152	4.22	291,472	3.90	273,808	3.90	273,808	PROBATION/PAROLE OFFICER	2.97	200,523	2.97	200,523	2.97	200,523
0.80	42,540	0.50	27,541	0.00	0	0.00	0	PROGRAM COORDINATOR	0.00	0	0.00	0	0.00	0
1.00	90,974	1.00	95,044	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
1.00	54,359	1.00	56,304	0.00	0	0.00	0	PROGRAM SPECIALIST	0.00	0	0.00	0	0.00	0
3.18	121,381	3.28	130,836	3.38	138,916	3.38	138,916	RECORDS TECHNICIAN	2.29	100,485	2.29	100,485	2.29	100,485
0.00	-29,329	0.00	-105,616	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>24.50</b>	<b>1,339,275</b>	<b>22.78</b>	<b>1,179,429</b>	<b>21.82</b>	<b>1,217,512</b>	<b>21.82</b>	<b>1,217,512</b>	<b>TOTAL BUDGET</b>	<b>20.12</b>	<b>1,135,138</b>	<b>20.12</b>	<b>1,135,138</b>	<b>19.82</b>	<b>1,138,420</b>

## COMMUNITY JUSTICE

## FUND 1519: Video Lottery Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	0	1,199,920	60000	Permanent	1,339,698	1,339,698	1,339,698
0	0	0	9,443	60100	Temporary	9,443	9,443	9,443
0	0	0	4,798	60120	Premium	12,097	12,097	12,097
0	0	0	375,625	60130	Salary-Related Exp	421,753	421,753	421,753
0	0	0	788	60135	Non-Base Fringe	788	788	788
0	0	0	398,935	60140	Insurance Benefits	456,426	456,426	456,426
0	0	0	458	60145	Non-Base Insurance	458	458	458
<b>0</b>	<b>0</b>	<b>0</b>	<b>1,989,967</b>	<b>TOTAL Personal Services</b>		<b>2,240,663</b>	<b>2,240,663</b>	<b>2,240,663</b>
0	0	0	0	60155	Direct Prog & Client Assist	24,934	24,934	24,934
0	0	0	0	60170	Professional Services	14,200	14,200	14,200
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Contractual Services</b>		<b>39,134</b>	<b>39,134</b>	<b>39,134</b>
0	0	0	0	60180	Printing	3,492	3,492	3,492
0	0	0	0	60230	Postage	100	100	100
0	0	0	14,855	60240	Supplies	19,112	19,112	19,112
0	0	0	0	60250	Food	1,000	1,000	1,000
0	0	0	0	60260	Travel & Training	6,291	6,291	6,291
0	0	0	0	60270	Local Travel/Mileage	472	472	472
0	0	0	0	60460	Intl Svc Dist/Postage	1,718	1,718	1,718
<b>0</b>	<b>0</b>	<b>0</b>	<b>14,855</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>32,185</b>	<b>32,185</b>	<b>32,185</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>2,004,822</b>	<b>TOTAL BUDGET</b>		<b>2,311,982</b>	<b>2,311,982</b>	<b>2,311,982</b>

## COMMUNITY JUSTICE

## FUND 1519: Video Lottery Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	0.00	0	0.00	0	BASIC SKILLS EDUCATOR	4.35	243,885	4.35	243,885	4.35	243,885
0.00	0	0.00	0	0.00	0	0.00	0	COMMUNITY JUSTICE MANAGER	2.00	173,927	2.00	173,927	2.00	173,927
0.00	0	0.00	0	0.00	0	0.00	0	CORRECTIONS COUNSELOR	11.00	655,098	11.00	655,098	11.00	655,098
0.00	0	0.00	0	0.00	0	0.00	0	CORRECTIONS TECHNICIAN	2.30	107,485	2.30	107,485	2.30	107,485
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASSISTANT/SR	1.00	39,229	1.00	39,229	1.00	39,229
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM EDUCATION AIDE	2.50	75,936	2.50	75,936	2.50	75,936
0.00	0	0.00	0	0.00	0	0.00	0	RECORDS TECHNICIAN	1.00	44,138	1.00	44,138	1.00	44,138
<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>TOTAL BUDGET</b>	<b>24.15</b>	<b>1,339,698</b>	<b>24.15</b>	<b>1,339,698</b>	<b>24.15</b>	<b>1,339,698</b>

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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# **Departmental Budget Detail by Fund**

fy2013 adopted budget

## Department of Community Services Expenditure and Position Detail by Fund



# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
3,517,919	3,863,848	3,821,757	3,809,669	60000	Permanent	3,976,433	3,976,433	3,976,433
275,084	279,999	463,333	463,333	60100	Temporary	653,817	653,817	653,817
121,953	153,021	160,600	160,600	60110	Overtime	160,600	160,600	160,600
14,914	16,101	45,469	45,469	60120	Premium	20,970	20,970	20,970
1,055,815	1,194,547	1,154,436	1,150,726	60130	Salary-Related Exp	1,197,557	1,197,557	1,197,557
41,056	43,085	61,996	61,996	60135	Non-Base Fringe	101,759	101,759	101,759
1,118,047	1,335,321	1,360,965	1,359,908	60140	Insurance Benefits	1,432,784	1,432,784	1,432,784
13,995	19,824	27,834	27,834	60145	Non-Base Insurance	33,163	33,163	33,163
136,093	59,462	0	0	90001	ATYP Posting (CATS)	0	0	0
1,298	995	0	0	90002	ATYP On Call (CATS)	0	0	0
20,508	19,735	0	0	93002	Assess Labor	0	0	0
-3,817	11,112	0	0	95102	Settle Labor	0	0	0
<b>6,312,863</b>	<b>6,997,050</b>	<b>7,096,390</b>	<b>7,079,535</b>	<b>TOTAL Personal Services</b>		<b>7,577,083</b>	<b>7,577,083</b>	<b>7,577,083</b>
35,000	0	0	0	60150	Cnty Match & Sharing	0	0	0
3,865	0	0	0	60160	Pass-Thru & Pgm Supt	0	0	0
450,259	472,339	727,950	727,950	60170	Professional Services	763,735	763,735	763,735
<b>489,124</b>	<b>472,339</b>	<b>727,950</b>	<b>727,950</b>	<b>TOTAL Contractual Services</b>		<b>763,735</b>	<b>763,735</b>	<b>763,735</b>
382,776	497,984	606,000	605,605	60180	Printing	690,100	690,100	690,100
0	832	0	0	60190	Utilities	0	0	0
3,495	2,644	62,701	62,701	60200	Communications	33,233	33,233	33,233
910	1,570	7,235	7,235	60210	Rentals	31,735	31,735	31,735
7,816	29,765	95,692	95,692	60220	Repairs and Maintenance	98,064	98,064	98,064
108,991	127,202	295,739	295,739	60230	Postage	324,740	324,740	324,740
320,872	354,471	537,619	533,109	60240	Supplies	511,950	511,950	511,950
0	407	0	0	60246	Medical & Dental Supplies	0	0	0
0	0	7,500	7,500	60250	Food	7,500	7,500	7,500
29,832	22,556	50,580	49,195	60260	Travel & Training	58,927	58,927	58,927
1,945	1,397	6,890	6,890	60270	Local Travel/Mileage	6,640	6,640	6,640
7,432	8,738	2,400	2,400	60290	Software Licenses/Maint	22,400	22,400	22,400
1,660	0	7,000	7,000	60310	Drugs	7,000	7,000	7,000
4,583	2,343	0	0	60320	Refunds	0	0	0
6,951	7,044	10,640	10,640	60340	Dues & Subscriptions	7,890	7,890	7,890
112,672	121,934	60,354	60,354	60370	Intl Svc Telephone	70,901	70,901	70,901
663,930	719,642	711,486	711,486	60380	Intl Svc Data Processing	836,295	836,295	836,295
52,270	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
105,674	112,072	134,992	134,992	60410	Intl Svc Motor Pool	187,466	187,466	187,466
18,604	26,051	13,369	13,369	60420	Intl Svc Electronics	14,961	14,961	14,961
875,691	717,035	754,475	754,475	60430	Intl Svc Bldg Mgmt	786,594	786,594	786,594
3,386	3,036	134,400	134,400	60440	Intl Svc Other	174,800	174,800	174,800
131,996	123,033	121,236	121,236	60460	Intl Svc Dist/Postage	123,212	123,212	123,212
472	0	0	0	60660	Goods Issue	0	0	0
0	-3	0	0	60680	Cash Discounts Taken	0	0	0
5,913	4,982	0	0	92002	Equipment Use	0	0	0
360	380	0	0	95101	Settle Matrl & Svcs	0	0	0
347	329	0	0	95110	Settle Inv Acct	0	0	0
9,717	155,903	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>2,858,295</b>	<b>3,041,346</b>	<b>3,620,308</b>	<b>3,614,018</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>3,994,408</b>	<b>3,994,408</b>	<b>3,994,408</b>
27	0	0	0	60540	Other Improvements	0	0	0

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	27,993	0	0	60550 Capital Equipment	0	0	0
27	27,993	0	0	TOTAL Capital Outlay	0	0	0
9,660,309	10,538,728	11,444,648	11,421,503	TOTAL BUDGET	12,335,226	12,335,226	12,335,226

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE ANALYST	1.00	62,920	1.00	62,920	1.00	62,920
1.00	59,267	1.00	61,920	1.00	55,200	1.00	55,200	ADMINISTRATIVE ANALYST	0.00	0	0.00	0	0.00	0
1.50	69,896	1.00	48,838	1.00	51,017	1.00	51,017	ADMINISTRATIVE ASSISTANT	1.00	51,126	1.00	51,126	1.00	51,126
1.00	75,624	1.00	79,008	1.00	79,008	1.00	79,008	ADMINISTRATIVE SERV OFFICER	0.00	0	0.00	0	0.00	0
1.00	43,594	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE SPECIALIST	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE SPECIALIST/NR	1.00	52,533	1.00	52,533	1.00	52,533
3.50	90,205	3.50	91,930	3.50	95,782	3.50	95,782	ANIMAL CARE AIDE	3.50	106,539	3.50	106,539	3.50	106,539
8.00	289,953	8.00	300,288	8.00	306,796	8.00	306,796	ANIMAL CARE TECHNICIAN	8.00	312,325	8.00	312,325	8.00	312,325
2.00	61,295	2.00	64,275	2.00	65,008	2.00	65,008	ANIMAL CONTROL DISPATCHER	2.00	70,416	2.00	70,416	2.00	70,416
1.00	33,349	1.00	34,536	2.00	68,924	2.00	68,924	ANIMAL CONTROL OFFICER 1	2.00	75,860	2.00	75,860	2.00	75,860
9.00	386,718	11.00	470,785	8.00	341,777	8.00	341,777	ANIMAL CONTROL OFFICER 2	8.00	361,730	8.00	361,730	8.00	361,730
0.00	0	0.00	0	2.00	94,336	2.00	94,336	ANIMAL CONTROL OFFICER 3	2.00	98,882	2.00	98,882	2.00	98,882
0.00	0	0.00	0	1.00	77,395	1.00	77,395	BUDGET ANALYST	1.00	77,251	1.00	77,251	1.00	77,251
1.00	46,205	0.00	0	0.00	0	0.00	0	CLERICAL UNIT COORDINATOR	0.00	0	0.00	0	0.00	0
1.00	142,014	1.00	148,369	1.00	145,460	1.00	145,460	DEPARTMENT DIRECTOR 1	1.00	157,787	1.00	157,787	1.00	157,787
0.00	0	0.00	0	1.20	123,697	1.20	123,697	DIVISION DIRECTOR 1	1.20	130,127	1.20	130,127	1.20	130,127
1.00	58,515	0.00	0	0.00	0	0.00	0	ELECTIONS ADMINISTRATOR	0.00	0	0.00	0	0.00	0
1.00	68,528	1.00	71,593	1.00	82,338	1.00	82,338	ELECTIONS MANAGER	1.00	87,564	1.00	87,564	1.00	87,564
0.00	0	0.00	0	1.00	100,362	1.00	100,362	FINANCE MANAGER	1.00	105,819	1.00	105,819	1.00	105,819
0.00	0	1.00	71,674	0.00	0	0.00	0	HUMAN RESOURCES ANALYST 2	0.00	0	0.00	0	0.00	0
1.00	70,630	0.00	0	2.00	154,942	2.00	154,942	HUMAN RESOURCES ANALYST, SENIO	2.00	164,776	2.00	164,776	2.00	164,776
1.00	73,351	1.00	76,633	0.00	0	0.00	0	HUMAN RESOURCES MANAGER 2	0.00	0	0.00	0	0.00	0
0.50	17,307	0.00	0	0.00	0	0.00	0	LICENSE COMPLIANCE OFFICER	0.00	0	0.00	0	0.00	0
2.00	144,663	1.50	114,265	0.25	18,435	0.25	18,435	MANAGEMENT ASSISTANT	0.25	19,605	0.25	19,605	0.25	19,605
15.00	516,757	14.00	493,184	14.00	487,211	14.00	487,211	OFFICE ASSISTANT 2	13.00	457,088	13.00	457,088	13.00	457,088
3.00	117,608	6.00	248,023	6.00	252,469	6.00	252,469	OFFICE ASSISTANT/SR	6.00	247,926	6.00	247,926	6.00	247,926
1.00	57,045	1.00	59,598	1.00	59,598	1.00	59,598	OPERATIONS ADMINISTRATOR	1.00	63,381	1.00	63,381	1.00	63,381
0.00	0	1.00	51,247	1.00	51,247	1.00	51,247	OPERATIONS SUPERVISOR	0.00	0	0.00	0	0.00	0
5.00	300,144	4.00	255,054	4.00	261,486	4.00	261,486	PLANNER	4.00	261,498	4.00	261,498	4.00	261,498
2.00	136,929	2.00	141,796	2.00	147,676	2.00	147,676	PLANNER/SR	2.00	148,795	2.00	148,795	2.00	148,795
0.00	0	0.50	25,000	0.50	12,957	0.50	12,957	PROGRAM COMMUNICATIONS & WEB	0.75	39,796	0.75	39,796	0.75	39,796
1.00	68,371	1.00	70,804	1.00	74,018	1.00	74,018	PROGRAM COMMUNICATIONS & WEB	1.00	75,171	1.00	75,171	1.00	75,171
0.00	0	0.00	0	1.00	54,217	1.00	54,217	PROGRAM COORDINATOR	0.00	0	0.00	0	0.00	0
2.00	193,094	2.00	201,734	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
0.20	21,852	0.20	22,830	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
2.25	115,998	2.75	143,979	2.00	115,868	2.00	115,868	PROGRAM SPECIALIST	4.00	207,223	4.00	207,223	4.00	207,223
1.00	65,258	2.00	128,232	2.00	134,022	2.00	134,022	PROGRAM SPECIALIST/SR	3.00	198,997	3.00	198,997	3.00	198,997
2.00	123,207	2.00	128,720	3.00	181,034	3.00	181,034	PROGRAM SUPERVISOR	2.00	136,890	2.00	136,890	2.00	136,890
0.00	0	0.00	0	0.00	0	0.00	0	PROJECT MANAGER - REPRESENTED	1.00	68,786	1.00	68,786	1.00	68,786
0.00	-165,629	0.00	14,126	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
1.00	65,134	1.00	68,049	0.00	0	0.00	0	VETERINARIAN	0.00	0	0.00	0	0.00	0
3.00	123,042	3.00	127,390	3.00	129,477	3.00	129,477	VETERINARY TECHNICIAN	3.00	135,622	3.00	135,622	3.00	135,622
1.00	47,995	1.00	49,968	0.00	0	0.00	0	VOLUNTEER COORDINATOR	0.00	0	0.00	0	0.00	0

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
75.95	3,517,919	77.45	3,863,848	76.45	3,821,757	76.45	3,821,757	TOTAL BUDGET	76.70	3,976,433	76.70	3,976,433	76.70	3,976,433

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1501: Road Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
4,037,430	4,015,247	4,035,376	4,035,376	60000	Permanent	4,150,582	4,150,582	4,150,582
71,322	129,007	67,500	67,500	60100	Temporary	270,500	270,500	270,500
94,686	77,412	71,000	71,000	60110	Overtime	71,000	71,000	71,000
8,558	7,946	7,700	7,700	60120	Premium	7,700	7,700	7,700
1,209,602	1,232,358	1,220,935	1,220,935	60130	Salary-Related Exp	1,254,378	1,254,378	1,254,378
8,958	14,695	5,000	5,000	60135	Non-Base Fringe	10,700	10,700	10,700
1,212,081	1,279,458	1,319,993	1,319,993	60140	Insurance Benefits	1,387,784	1,387,784	1,387,784
3,987	6,724	3,600	3,600	60145	Non-Base Insurance	3,600	3,600	3,600
-197,447	-276,796	0	0	90001	ATYP Posting (CATS)	0	0	0
1,065	3,896	0	0	90002	ATYP On Call (CATS)	0	0	0
-62,174	-184,704	0	0	93002	Assess Labor	0	0	0
-79,018	-90,135	0	0	95102	Settle Labor	0	0	0
<b>6,309,051</b>	<b>6,215,107</b>	<b>6,731,104</b>	<b>6,731,104</b>	<b>TOTAL Personal Services</b>		<b>7,156,244</b>	<b>7,156,244</b>	<b>7,156,244</b>
21,883,341	24,673,775	28,531,350	28,531,350	60150	Cnty Match & Sharing	28,936,877	28,936,877	28,936,877
22,703	23,821	25,000	25,000	60160	Pass-Thru & Pgm Supt	27,000	27,000	27,000
314,961	196,757	430,800	430,800	60170	Professional Services	297,500	297,500	297,500
<b>22,221,004</b>	<b>24,894,353</b>	<b>28,987,150</b>	<b>28,987,150</b>	<b>TOTAL Contractual Services</b>		<b>29,261,377</b>	<b>29,261,377</b>	<b>29,261,377</b>
13,193	14,620	6,250	6,250	60180	Printing	6,200	6,200	6,200
30,384	179,010	29,500	29,500	60190	Utilities	34,000	34,000	34,000
7,659	8,054	5,900	5,900	60200	Communications	19,000	19,000	19,000
4,390	1,608	5,000	5,000	60210	Rentals	5,000	5,000	5,000
38,616	129,516	195,000	195,000	60220	Repairs and Maintenance	200,000	200,000	200,000
46	14	0	0	60230	Postage	0	0	0
353,009	490,761	617,489	617,489	60240	Supplies	784,200	784,200	784,200
22,694	24,332	36,300	36,300	60260	Travel & Training	38,350	38,350	38,350
1,314	886	4,205	4,205	60270	Local Travel/Mileage	2,955	2,955	2,955
7,545	18,537	0	0	60290	Software Licenses/Maint	0	0	0
20,144	4,914	0	0	60320	Refunds	0	0	0
6,852	5,991	7,320	7,320	60340	Dues & Subscriptions	6,870	6,870	6,870
371,871	311,388	463,704	463,704	60350	Central Indirect	430,291	430,291	430,291
251,545	287,536	342,125	342,125	60355	Dept Indirect	336,077	336,077	336,077
56,385	50,230	57,100	57,100	60370	Intl Svc Telephone	27,597	27,597	27,597
298,656	369,871	274,088	274,088	60380	Intl Svc Data Processing	399,090	399,090	399,090
19,645	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
674,803	1,166,935	1,103,975	1,103,975	60410	Intl Svc Motor Pool	1,197,500	1,197,500	1,197,500
21,988	24,045	26,600	26,600	60420	Intl Svc Electronics	26,800	26,800	26,800
384,152	360,063	319,724	319,724	60430	Intl Svc Bldg Mgmt	455,300	455,300	455,300
14,731	838	241,170	241,170	60440	Intl Svc Other	225,250	225,250	225,250
307,297	673,160	701,000	701,000	60450	Intl Svc Capital Debt Retire	701,000	701,000	701,000
198,896	101,616	77,667	77,667	60460	Intl Svc Dist/Postage	7,070	7,070	7,070
4,285	0	0	0	60570	Bad Debt Expense	0	0	0
-58,575	-46,722	0	0	60605	Stock Transfer Expense	0	0	0
-14	-95	0	0	60610	Loss from Inventory Revaluatio	0	0	0
31,851	-1,237	0	0	60615	Physical Inventory Adjustment	0	0	0
768,802	653,511	750,500	750,500	60660	Goods Issue	723,000	723,000	723,000
-67	-87	0	0	60680	Cash Discounts Taken	0	0	0
8,065	-7,484	0	0	92002	Equipment Use	0	0	0
-3,658	-3,526	0	0	95101	Settle Matrl & Svcs	0	0	0
-195	-2,256	0	0	95107	Settle Int Svc Expenses	0	0	0

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1501: Road Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
-6,903	-7,086	0	0	95110 Settle Inv Acct	0	0	0
-756	-695	0	0	95112 Settle Equip Use	0	0	0
14,563	14,040	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>3,863,215</b>	<b>4,822,289</b>	<b>5,264,617</b>	<b>5,264,617</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>5,625,550</b>	<b>5,625,550</b>	<b>5,625,550</b>
1,500	1,500	0	0	60520 Land	0	0	0
2,557,571	1,504,269	2,365,000	2,365,000	60540 Other Improvements	3,565,000	3,565,000	3,765,000
<b>2,559,071</b>	<b>1,505,769</b>	<b>2,365,000</b>	<b>2,365,000</b>	<b>TOTAL Capital Outlay</b>	<b>3,565,000</b>	<b>3,565,000</b>	<b>3,765,000</b>
<b>34,952,341</b>	<b>37,437,518</b>	<b>43,347,871</b>	<b>43,347,871</b>	<b>TOTAL BUDGET</b>	<b>45,608,171</b>	<b>45,608,171</b>	<b>45,808,171</b>

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1501: Road Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	49,033	1.00	50,779	1.00	53,159	1.00	53,159	ARBORIST/VEGETATION SPECIALIST	1.00	54,371	1.00	54,371	1.00	54,371
1.00	53,722	1.00	55,649	1.00	58,162	1.00	58,162	CARPENTER	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	CONTRACT SPECIALIST	1.00	61,131	1.00	61,131	1.00	61,131
0.00	0	0.00	0	1.00	105,884	1.00	105,884	COUNTY ENGINEER	1.00	118,234	1.00	118,234	1.00	118,234
1.00	91,947	1.00	96,061	0.00	0	0.00	0	COUNTY SURVEYOR	0.00	0	0.00	0	0.00	0
1.00	61,100	1.00	63,172	1.00	66,059	1.00	66,059	DATA ANALYST/SR	2.00	134,384	2.00	134,384	2.00	134,384
0.00	0	0.00	0	1.40	153,666	1.40	153,666	DIVISION DIRECTOR 1	1.40	159,996	1.40	159,996	1.40	159,996
2.00	149,561	2.00	154,864	2.00	160,581	2.00	160,581	ENGINEER 2	2.00	161,725	2.00	161,725	2.00	161,725
1.00	83,473	1.00	86,447	1.00	90,330	1.00	90,330	ENGINEER 3	1.00	92,466	1.00	92,466	1.00	92,466
1.00	101,349	1.00	105,884	0.00	0	0.00	0	ENGINEERING SERVICES MANAGER 2	0.00	0	0.00	0	0.00	0
1.00	55,165	1.00	50,718	1.00	56,000	1.00	56,000	ENGINEERING TECHNICIAN 1	1.00	56,451	1.00	56,451	1.00	56,451
4.00	209,751	3.00	171,384	3.00	174,015	3.00	174,015	ENGINEERING TECHNICIAN 2	3.00	172,785	3.00	172,785	3.00	172,785
4.00	255,948	4.00	265,092	3.00	201,762	3.00	201,762	ENGINEERING TECHNICIAN 3	2.00	133,578	2.00	133,578	2.00	133,578
2.00	92,395	2.00	95,656	2.00	97,134	2.00	97,134	FINANCE SPECIALIST 1	2.00	101,051	2.00	101,051	2.00	101,051
0.00	0	0.00	0	0.00	0	0.00	0	FINANCE SPECIALIST/SR	1.00	69,100	1.00	69,100	1.00	69,100
1.00	75,624	1.00	79,008	1.00	79,008	1.00	79,008	FINANCE SUPERVISOR	0.00	0	0.00	0	0.00	0
24.00	982,348	24.00	1,004,670	25.00	1,067,665	25.00	1,067,665	MAINTENANCE SPECIALIST 1	25.00	1,073,518	25.00	1,073,518	25.00	1,073,518
3.00	152,330	3.00	151,733	3.00	154,870	3.00	154,870	MAINTENANCE SPECIALIST 2	3.00	156,766	3.00	156,766	3.00	156,766
5.00	260,750	5.00	269,983	4.00	226,441	4.00	226,441	MAINTENANCE SPECIALIST/SR	5.00	275,429	5.00	275,429	5.00	275,429
2.00	79,831	2.00	82,644	1.00	41,948	1.00	41,948	MAINTENANCE WORKER	1.00	41,662	1.00	41,662	1.00	41,662
0.80	27,591	1.00	37,772	1.00	38,336	1.00	38,336	OFFICE ASSISTANT 2	1.00	38,064	1.00	38,064	1.00	38,064
2.00	78,855	2.00	81,675	0.00	0	0.00	0	OFFICE ASSISTANT/SR	0.00	0	0.00	0	0.00	0
1.00	66,764	1.00	69,752	1.00	69,075	1.00	69,075	PLANNER/PRINCIPAL	1.00	73,460	1.00	73,460	1.00	73,460
0.00	0	0.00	0	0.00	0	0.00	0	PROCUREMENT ANALYST/SR	1.00	67,050	1.00	67,050	1.00	67,050
1.00	58,567	1.00	60,636	1.00	61,554	1.00	61,554	PROGRAM COORDINATOR	0.00	0	0.00	0	0.00	0
3.00	249,280	3.00	260,433	3.00	260,433	3.00	260,433	PROGRAM MANAGER 1	3.00	274,131	3.00	274,131	3.00	274,131
1.40	147,085	1.40	153,666	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
1.25	70,639	1.25	73,164	0.00	0	0.00	0	PROGRAM SPECIALIST	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	62,827	1.00	62,827	PROGRAM SPECIALIST/SR	1.00	64,230	1.00	64,230	1.00	64,230
0.00	0	0.00	0	1.00	39,601	1.00	39,601	PROGRAM TECHNICIAN	1.00	40,510	1.00	40,510	1.00	40,510
1.00	73,917	0.00	0	0.00	0	0.00	0	RIGHT-OF-WAY PERMITS SPEC	0.00	0	0.00	0	0.00	0
0.00	0	1.00	76,838	1.00	77,987	1.00	77,987	RIGHT-OF-WAY PERMITS SPECIALIST	1.00	77,438	1.00	77,438	1.00	77,438
4.00	255,242	4.00	266,660	4.00	266,662	4.00	266,662	ROAD OPERATIONS SUPERVISOR	4.00	279,531	4.00	279,531	4.00	279,531
0.00	-173,833	0.00	-293,640	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
1.00	52,011	1.00	53,390	1.00	54,455	1.00	54,455	SIGN FABRICATOR	1.00	55,994	1.00	55,994	1.00	55,994
4.00	188,755	4.00	195,408	4.00	199,842	4.00	199,842	STRIPER OPERATOR	4.00	198,848	4.00	198,848	4.00	198,848
1.00	74,192	1.00	76,838	0.00	0	0.00	0	SURVEY SPECIALIST	0.00	0	0.00	0	0.00	0
2.00	114,038	2.00	118,911	2.00	117,920	2.00	117,920	TRANSPORTATION PLANNING SPECIA	2.00	118,679	2.00	118,679	2.00	118,679
<b>77.45</b>	<b>4,037,430</b>	<b>76.65</b>	<b>4,015,247</b>	<b>71.40</b>	<b>4,035,376</b>	<b>71.40</b>	<b>4,035,376</b>	<b>TOTAL BUDGET</b>	<b>72.40</b>	<b>4,150,582</b>	<b>72.40</b>	<b>4,150,582</b>	<b>72.40</b>	<b>4,150,582</b>



## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1503: Bicycle Path Construction Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1	0	0	0	60140 Insurance Benefits	0	0	0
226,518	30,490	0	0	90001 ATYP Posting (CATS)	0	0	0
-169,274	-32,638	0	0	93002 Assess Labor	0	0	0
<b>57,245</b>	<b>-2,148</b>	<b>0</b>	<b>0</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
45,044	2,452	0	0	60170 Professional Services	0	0	0
<b>45,044</b>	<b>2,452</b>	<b>0</b>	<b>0</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
152	0	0	0	60240 Supplies	0	0	0
28	0	0	0	60270 Local Travel/Mileage	0	0	0
0	101	0	0	60350 Central Indirect	0	0	0
0	132	0	0	60355 Dept Indirect	0	0	0
0	5,875	0	0	60460 Intl Svc Dist/Postage	0	0	0
67	0	0	0	60660 Goods Issue	0	0	0
4,459	156	0	0	92002 Equipment Use	0	0	0
<b>4,706</b>	<b>6,263</b>	<b>0</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
196,311	24,164	100,000	100,000	60540 Other Improvements	50,000	50,000	50,000
<b>196,311</b>	<b>24,164</b>	<b>100,000</b>	<b>100,000</b>	<b>TOTAL Capital Outlay</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>303,306</b>	<b>30,732</b>	<b>100,000</b>	<b>100,000</b>	<b>TOTAL BUDGET</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
40,657	56,007	0	0	90001 ATYP Posting (CATS)	0	0	0
-6,281	-14,988	0	0	93002 Assess Labor	0	0	0
-986	-7,389	0	0	95102 Settle Labor	0	0	0
<b>33,391</b>	<b>33,630</b>	<b>0</b>	<b>0</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
80,189	0	0	0	60160 Pass-Thru & Pgm Supt	0	0	0
0	0	8,093	8,093	60170 Professional Services	43,083	43,083	43,083
<b>80,189</b>	<b>0</b>	<b>8,093</b>	<b>8,093</b>	<b>TOTAL Contractual Services</b>	<b>43,083</b>	<b>43,083</b>	<b>43,083</b>
3,089	778	0	0	60350 Central Indirect	0	0	0
2,385	1,016	0	0	60355 Dept Indirect	0	0	0
0	50	0	0	60410 Intl Svc Motor Pool	0	0	0
0	0	0	0	60570 Bad Debt Expense	0	0	0
0	12,068	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>5,475</b>	<b>13,912</b>	<b>0</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>119,054</b>	<b>47,542</b>	<b>8,093</b>	<b>8,093</b>	<b>TOTAL BUDGET</b>	<b>43,083</b>	<b>43,083</b>	<b>43,083</b>

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1507: Tax Title Land Sales Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
-525	0	0	0	90001 ATYP Posting (CATS)	0	0	0
89	0	0	0	95102 Settle Labor	0	0	0
<b>-436</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
60	0	0	0	60440 Intl Svc Other	0	0	0
31	0	0	0	95110 Settle Inv Acct	0	0	0
14,736	0	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>14,827</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>14,391</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1508: Animal Control Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	73,791	73,791	60000	Permanent	78,476	78,476	78,476
0	0	10,000	31,152	60100	Temporary	100,000	100,000	100,000
0	0	21,473	21,473	60130	Salary-Related Exp	22,836	22,836	22,836
0	0	2,000	2,000	60135	Non-Base Fringe	11,000	11,000	11,000
0	0	19,999	19,999	60140	Insurance Benefits	21,020	21,020	21,020
0	0	1,000	1,000	60145	Non-Base Insurance	6,000	6,000	6,000
521	1,085	0	0	90001	ATYP Posting (CATS)	0	0	0
0	1,463	0	0	90002	ATYP On Call (CATS)	0	0	0
<b>521</b>	<b>2,548</b>	<b>128,263</b>	<b>149,415</b>	<b>TOTAL Personal Services</b>		<b>239,332</b>	<b>239,332</b>	<b>239,332</b>
9,435	45,185	417,787	535,544	60170	Professional Services	209,374	209,374	209,374
<b>9,435</b>	<b>45,185</b>	<b>417,787</b>	<b>535,544</b>	<b>TOTAL Contractual Services</b>		<b>209,374</b>	<b>209,374</b>	<b>209,374</b>
0	0	11,000	11,000	60180	Printing	11,000	11,000	11,000
11,381	17,465	25,000	25,000	60200	Communications	20,000	20,000	20,000
5,586	1,288	0	0	60210	Rentals	0	0	0
1,770	1,365	0	0	60220	Repairs and Maintenance	0	0	0
25,834	59,915	60,000	60,000	60240	Supplies	59,765	59,765	59,765
0	0	5,000	5,000	60246	Medical & Dental Supplies	10,000	10,000	10,000
8,848	0	2,500	2,500	60250	Food	1,000	1,000	1,000
2,953	7,044	0	0	60260	Travel & Training	0	0	0
0	10	0	0	60270	Local Travel/Mileage	0	0	0
0	0	2,500	2,500	60310	Drugs	2,000	2,000	2,000
60	60	0	0	60440	Intl Svc Other	0	0	0
0	80	0	0	60570	Bad Debt Expense	0	0	0
-20	0	0	0	60680	Cash Discounts Taken	0	0	0
8,987	1,442	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>65,399</b>	<b>88,670</b>	<b>106,000</b>	<b>106,000</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>103,765</b>	<b>103,765</b>	<b>103,765</b>
<b>75,355</b>	<b>136,404</b>	<b>652,050</b>	<b>790,959</b>	<b>TOTAL BUDGET</b>		<b>552,471</b>	<b>552,471</b>	<b>552,471</b>

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	1.00	73,791	1.00	73,791	VETERINARIAN	1.00	78,476	1.00	78,476	1.00	78,476
0.00	0	0.00	0	1.00	73,791	1.00	73,791	TOTAL BUDGET	1.00	78,476	1.00	78,476	1.00	78,476

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1509: Willamette River Bridge Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
2,293,300	2,285,621	2,645,354	2,645,354	60000	Permanent	2,698,398	2,698,398	2,698,398
128,284	158,883	144,619	144,619	60100	Temporary	183,040	183,040	183,040
76,388	137,050	120,769	120,769	60110	Overtime	146,777	146,777	146,777
25,966	26,415	24,091	24,091	60120	Premium	25,683	25,683	25,683
686,895	736,102	807,290	807,290	60130	Salary-Related Exp	871,506	871,506	871,506
27,004	31,053	42,488	42,488	60135	Non-Base Fringe	25,899	25,899	25,899
662,341	713,118	815,806	815,806	60140	Insurance Benefits	875,331	875,331	875,331
7,867	8,400	22,159	22,159	60145	Non-Base Insurance	33,932	33,932	33,932
185,270	396,837	0	0	90001	ATYP Posting (CATS)	0	0	0
-1,065	-1,686	0	0	90002	ATYP On Call (CATS)	0	0	0
7,475	0	0	0	93002	Assess Labor	0	0	0
375	264	0	0	95102	Settle Labor	0	0	0
-4,545	0	0	0	95200	ATYP Clean Up (Cent)	0	0	0
<b>4,095,556</b>	<b>4,492,057</b>	<b>4,622,576</b>	<b>4,622,576</b>	<b>TOTAL Personal Services</b>		<b>4,860,566</b>	<b>4,860,566</b>	<b>4,860,566</b>
1,702,597	6,735,853	163,581	163,581	60170	Professional Services	2,737,749	2,737,749	2,737,749
<b>1,702,597</b>	<b>6,735,853</b>	<b>163,581</b>	<b>163,581</b>	<b>TOTAL Contractual Services</b>		<b>2,737,749</b>	<b>2,737,749</b>	<b>2,737,749</b>
21,472	28,418	42,500	42,500	60180	Printing	32,500	32,500	32,500
78,526	83,125	80,500	80,500	60190	Utilities	80,500	80,500	80,500
23	203	27,816	27,816	60200	Communications	0	0	0
32,401	35,292	32,850	32,850	60210	Rentals	33,100	33,100	33,100
6,480	40,741	9,300	9,300	60220	Repairs and Maintenance	10,500	10,500	10,500
645	8,378	100	100	60230	Postage	100	100	100
236,431	313,682	262,000	262,000	60240	Supplies	191,000	191,000	191,000
0	160	0	0	60250	Food	0	0	0
14,026	20,215	29,700	29,700	60260	Travel & Training	29,700	29,700	29,700
271	502	1,200	1,200	60270	Local Travel/Mileage	1,200	1,200	1,200
21,137	2,395	200	200	60290	Software Licenses/Maint	200	200	200
0	342	0	0	60320	Refunds	0	0	0
626	3,477	3,500	3,500	60340	Dues & Subscriptions	3,500	3,500	3,500
139,674	68,254	132,951	132,951	60350	Central Indirect	123,474	123,474	123,474
107,837	89,131	116,596	116,596	60355	Dept Indirect	119,911	119,911	119,911
31,718	29,062	24,735	24,735	60370	Intl Svc Telephone	19,716	19,716	19,716
130,247	168,307	137,842	137,842	60380	Intl Svc Data Processing	162,720	162,720	162,720
9,595	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
120,772	122,854	120,468	120,468	60410	Intl Svc Motor Pool	118,402	118,402	118,402
3,551	7,470	4,029	4,029	60420	Intl Svc Electronics	3,584	3,584	3,584
156,947	194,408	169,806	169,806	60430	Intl Svc Bldg Mgmt	224,305	224,305	224,305
22,715	20,906	171,500	171,500	60440	Intl Svc Other	700,916	700,916	700,916
18,358	12,166	10,338	10,338	60460	Intl Svc Dist/Postage	8,770	8,770	8,770
0	143	0	0	60570	Bad Debt Expense	0	0	0
1,211	2,203	6,000	6,000	60660	Goods Issue	6,000	6,000	6,000
-258	-160	0	0	60680	Cash Discounts Taken	0	0	0
3,142	4,122	0	0	92002	Equipment Use	0	0	0
665	495	0	0	95101	Settle Matrl & Svcs	0	0	0
73	114	0	0	95110	Settle Inv Acct	0	0	0
-25,138	-5,047	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>1,133,147</b>	<b>1,251,357</b>	<b>1,383,931</b>	<b>1,383,931</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>1,870,098</b>	<b>1,870,098</b>	<b>1,870,098</b>
182,928	149,416	0	0	60500	Interest	0	0	0

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1509: Willamette River Bridge Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
182,928	149,416	0	0	TOTAL Debt Service	0	0	0
0	2,348,347	0	0	60520 Land	0	0	0
0	0	350,000	350,000	60530 Buildings	525,000	525,000	525,000
0	849,530	9,450,000	9,450,000	60540 Other Improvements	1,700,000	1,700,000	1,700,000
0	0	5,000	5,000	60550 Capital Equipment	10,000	10,000	10,000
0	3,197,877	9,805,000	9,805,000	TOTAL Capital Outlay	2,235,000	2,235,000	2,235,000
7,114,228	15,826,560	15,975,088	15,975,088	TOTAL BUDGET	11,703,413	11,703,413	11,703,413

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1509: Willamette River Bridge Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
8.00	406,367	8.00	421,762	8.00	435,767	8.00	435,767	BRIDGE MAINTENANCE MECHANIC	8.00	431,806	8.00	431,806	8.00	431,806
1.00	68,604	1.00	71,674	1.00	61,076	1.00	61,076	BRIDGE MAINTENANCE SUPERVISOR	1.00	64,953	1.00	64,953	1.00	64,953
7.00	236,410	7.00	245,631	7.00	245,601	7.00	245,601	BRIDGE OPERATOR	7.00	246,759	7.00	246,759	7.00	246,759
0.00	0	0.00	0	0.40	45,661	0.40	45,661	DIVISION DIRECTOR 1	0.40	45,713	0.40	45,713	0.40	45,713
2.00	136,795	2.00	139,562	2.00	142,402	2.00	142,402	ELECTRICIAN	3.00	211,318	3.00	211,318	3.00	211,318
1.00	71,149	1.00	73,676	2.00	146,014	2.00	146,014	ENGINEER 1(INTERN)	3.00	193,089	3.00	193,089	3.00	193,089
2.00	158,686	2.00	164,303	2.00	169,756	2.00	169,756	ENGINEER 2	2.00	169,270	2.00	169,270	2.00	169,270
2.00	169,164	2.00	175,172	2.00	181,134	2.00	181,134	ENGINEER 3	2.00	182,437	2.00	182,437	2.00	182,437
1.00	88,343	0.00	0	1.00	93,017	1.00	93,017	ENGINEERING SERVICES MANAGER 1	0.00	0	0.00	0	0.00	0
0.00	0	1.00	105,884	2.00	222,628	2.00	222,628	ENGINEERING SERVICES MANAGER 2	2.00	236,031	2.00	236,031	2.00	236,031
6.00	320,941	4.00	218,877	4.00	225,440	4.00	225,440	ENGINEERING TECHNICIAN 2	4.00	222,025	4.00	222,025	4.00	222,025
2.00	107,441	3.00	188,436	2.00	128,631	2.00	128,631	ENGINEERING TECHNICIAN 3	2.00	130,385	2.00	130,385	2.00	130,385
2.00	92,410	2.00	87,142	2.00	88,503	2.00	88,503	FINANCE SPECIALIST 1	2.00	94,288	2.00	94,288	2.00	94,288
0.00	0	1.00	58,197	1.00	60,864	1.00	60,864	FINANCE SPECIALIST/SR	1.00	62,239	1.00	62,239	1.00	62,239
1.00	35,758	0.00	0	0.00	0	0.00	0	FINANCE TECHNICIAN	0.00	0	0.00	0	0.00	0
3.00	118,262	3.00	124,687	3.00	129,812	3.00	129,812	MAINTENANCE SPECIALIST 1	3.00	131,343	3.00	131,343	3.00	131,343
0.00	0	0.50	36,871	0.75	55,306	0.75	55,306	MANAGEMENT ASSISTANT	0.75	58,816	0.75	58,816	0.75	58,816
0.20	6,898	0.00	0	0.00	0	0.00	0	OFFICE ASSISTANT 2	0.00	0	0.00	0	0.00	0
1.00	64,438	1.00	67,321	1.00	67,321	1.00	67,321	OPERATIONS ADMINISTRATOR	1.00	70,502	1.00	70,502	1.00	70,502
0.40	49,740	0.00	0	0.00	0	0.00	0	PLANNING MANAGER	0.00	0	0.00	0	0.00	0
1.00	111,744	1.40	162,405	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
0.00	-97,419	0.00	-202,295	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
2.00	147,569	2.00	146,316	2.00	146,421	2.00	146,421	TRANSPORTATION PROJECT SPECIAL	2.00	147,424	2.00	147,424	2.00	147,424
<b>42.60</b>	<b>2,293,300</b>	<b>41.90</b>	<b>2,285,621</b>	<b>43.15</b>	<b>2,645,354</b>	<b>43.15</b>	<b>2,645,354</b>	<b>TOTAL BUDGET</b>	<b>44.15</b>	<b>2,698,398</b>	<b>44.15</b>	<b>2,698,398</b>	<b>44.15</b>	<b>2,698,398</b>



## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1512: Pub Land Corner Preservation Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
522,665	406,072	632,483	632,483	60000	Permanent	641,753	641,753	641,753
1,275	847	2,000	2,000	60110	Overtime	1,000	1,000	1,000
0	22	0	0	60120	Premium	0	0	0
152,831	113,525	192,092	192,092	60130	Salary-Related Exp	194,838	194,838	194,838
142,856	127,543	190,762	190,762	60140	Insurance Benefits	197,673	197,673	197,673
-352,566	-252,093	0	0	90001	ATYP Posting (CATS)	0	0	0
307,272	316,012	0	0	93002	Assess Labor	0	0	0
1,169	1,190	0	0	95102	Settle Labor	0	0	0
<b>775,501</b>	<b>713,118</b>	<b>1,017,337</b>	<b>1,017,337</b>	<b>TOTAL Personal Services</b>		<b>1,035,264</b>	<b>1,035,264</b>	<b>1,035,264</b>
1,180	2,435	1,500	1,500	60170	Professional Services	1,500	1,500	1,500
<b>1,180</b>	<b>2,435</b>	<b>1,500</b>	<b>1,500</b>	<b>TOTAL Contractual Services</b>		<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
0	0	2,000	2,000	60180	Printing	2,500	2,500	2,500
75	72	0	0	60200	Communications	1,200	1,200	1,200
1,303	1,204	9,000	9,000	60220	Repairs and Maintenance	9,000	9,000	9,000
3,242	8,882	12,500	12,500	60240	Supplies	15,500	15,500	15,500
1,759	2,090	6,500	6,500	60260	Travel & Training	3,500	3,500	3,500
0	0	250	250	60270	Local Travel/Mileage	250	250	250
9,453	3,994	0	0	60290	Software Licenses/Maint	0	0	0
0	452	950	950	60340	Dues & Subscriptions	1,200	1,200	1,200
22,328	13,200	31,006	31,006	60350	Central Indirect	26,118	26,118	26,118
17,238	17,237	27,192	27,192	60355	Dept Indirect	25,364	25,364	25,364
0	0	4,500	4,500	60370	Intl Svc Telephone	3,950	3,950	3,950
13,205	15,950	42,755	42,755	60380	Intl Svc Data Processing	70,775	70,775	70,775
795	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
14,190	13,604	11,600	11,600	60410	Intl Svc Motor Pool	11,800	11,800	11,800
1,436	1,302	1,300	1,300	60420	Intl Svc Electronics	1,800	1,800	1,800
20,179	23,420	61,150	61,150	60430	Intl Svc Bldg Mgmt	52,880	52,880	52,880
90	0	55,000	55,000	60440	Intl Svc Other	40,000	40,000	40,000
2,200	1,704	1,050	1,050	60460	Intl Svc Dist/Postage	4,550	4,550	4,550
90	0	3,000	3,000	60660	Goods Issue	0	0	0
0	-1	0	0	60680	Cash Discounts Taken	0	0	0
-24,150	-12,028	0	0	92002	Equipment Use	0	0	0
320	238	0	0	95101	Settle Matrl & Svcs	0	0	0
-1	-2	0	0	95110	Settle Inv Accnt	0	0	0
0	20	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>83,752</b>	<b>91,338</b>	<b>269,753</b>	<b>269,753</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>270,387</b>	<b>270,387</b>	<b>270,387</b>
0	0	12,500	12,500	60550	Capital Equipment	12,500	12,500	12,500
<b>0</b>	<b>0</b>	<b>12,500</b>	<b>12,500</b>	<b>TOTAL Capital Outlay</b>		<b>12,500</b>	<b>12,500</b>	<b>12,500</b>
<b>860,433</b>	<b>806,890</b>	<b>1,301,090</b>	<b>1,301,090</b>	<b>TOTAL BUDGET</b>		<b>1,319,651</b>	<b>1,319,651</b>	<b>1,319,651</b>

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 1512: Pub Land Corner Preservation Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	1.00	82,959	1.00	82,959	COUNTY SURVEYOR	1.00	88,224	1.00	88,224	1.00	88,224
1.00	42,180	0.00	0	0.00	0	0.00	0	ENGINEERING TECHNICIAN 1	0.00	0	0.00	0	0.00	0
4.00	218,424	4.00	226,203	4.00	222,508	4.00	222,508	ENGINEERING TECHNICIAN 2	4.00	223,095	4.00	223,095	4.00	223,095
3.00	191,961	3.00	198,819	3.00	201,762	3.00	201,762	ENGINEERING TECHNICIAN 3	3.00	200,367	3.00	200,367	3.00	200,367
0.00	0	0.00	0	1.00	44,454	1.00	44,454	OFFICE ASSISTANT/SR	1.00	44,138	1.00	44,138	1.00	44,138
0.00	-5,524	0.00	-97,958	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
1.00	75,624	1.00	79,008	1.00	80,800	1.00	80,800	SURVEY SUPERVISOR	1.00	85,929	1.00	85,929	1.00	85,929
<b>9.00</b>	<b>522,665</b>	<b>8.00</b>	<b>406,072</b>	<b>10.00</b>	<b>632,483</b>	<b>10.00</b>	<b>632,483</b>	<b>TOTAL BUDGET</b>	<b>10.00</b>	<b>641,753</b>	<b>10.00</b>	<b>641,753</b>	<b>10.00</b>	<b>641,753</b>

## DEPARTMENT OF COMMUNITY SERVICES

## FUND 2511: Sellwood Bridge Replacement Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	11,366,000	11,366,000	60170 Professional Services	26,688,107	26,688,107	26,688,107
<b>0</b>	<b>0</b>	<b>11,366,000</b>	<b>11,366,000</b>	<b>TOTAL Contractual Services</b>	<b>26,688,107</b>	<b>26,688,107</b>	<b>26,688,107</b>
0	0	0	0	60180 Printing	15,000	15,000	15,000
0	0	0	0	60190 Utilities	20,000	20,000	20,000
0	0	0	0	60200 Communications	25,000	25,000	25,000
0	0	0	0	60220 Repairs and Maintenance	5,000	5,000	5,000
0	0	7,500	7,500	60230 Postage	10,000	10,000	10,000
0	0	0	0	60240 Supplies	25,000	25,000	25,000
0	0	0	0	60260 Travel & Training	5,000	5,000	5,000
0	0	0	0	60270 Local Travel/Mileage	1,000	1,000	1,000
0	0	0	0	60290 Software Licenses/Maint	1,000	1,000	1,000
0	0	0	0	60370 Intl Svc Telephone	20,000	20,000	20,000
0	0	0	0	60380 Intl Svc Data Processing	150,000	150,000	150,000
0	0	0	0	60410 Intl Svc Motor Pool	35,000	35,000	35,000
0	0	0	0	60420 Intl Svc Electronics	10,000	10,000	10,000
0	0	0	0	60430 Intl Svc Bldg Mgmt	30,000	30,000	30,000
0	0	1,350,000	1,350,000	60440 Intl Svc Other	3,600,000	3,600,000	3,600,000
0	0	9,411,548	9,411,548	60450 Intl Svc Capital Debt Retire	6,344,882	6,344,882	6,344,882
0	0	0	0	60460 Intl Svc Dist/Postage	3,217	3,217	3,217
<b>0</b>	<b>0</b>	<b>10,769,048</b>	<b>10,769,048</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>10,300,099</b>	<b>10,300,099</b>	<b>10,300,099</b>
0	0	0	0	60490 Principal	37,000,000	37,000,000	37,000,000
0	0	0	0	60500 Interest	3,985,000	3,985,000	3,985,000
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Debt Service</b>	<b>40,985,000</b>	<b>40,985,000</b>	<b>40,985,000</b>
0	0	30,000,000	30,000,000	60520 Land	0	0	0
0	0	10,800,000	10,800,000	60540 Other Improvements	101,558,383	101,558,383	101,558,383
<b>0</b>	<b>0</b>	<b>40,800,000</b>	<b>40,800,000</b>	<b>TOTAL Capital Outlay</b>	<b>101,558,383</b>	<b>101,558,383</b>	<b>101,558,383</b>
<b>0</b>	<b>0</b>	<b>62,935,048</b>	<b>62,935,048</b>	<b>TOTAL BUDGET</b>	<b>179,531,589</b>	<b>179,531,589</b>	<b>179,531,589</b>

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

## **Department of County Assets Expenditure and Position Detail by Fund**

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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## DEPARTMENT OF COUNTY ASSETS

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
321,702	618,918	658,498	654,990	60000 Permanent	2,847,170	2,847,170	2,803,989
7,466	10,413	11,002	11,002	60100 Temporary	273,918	273,918	317,819
93	4,069	0	0	60110 Overtime	23,663	23,663	23,663
0	0	0	0	60120 Premium	15,266	15,266	15,266
94,260	187,364	199,960	198,939	60130 Salary-Related Exp	874,080	874,080	860,096
862	4,732	918	918	60135 Non-Base Fringe	66,792	66,792	80,270
81,181	172,612	191,393	191,095	60140 Insurance Benefits	878,849	878,849	874,301
317	494	534	534	60145 Non-Base Insurance	53,380	53,380	57,989
-207	0	0	0	90002 ATYP On Call (CATS)	0	0	0
24	0	0	0	95102 Settle Labor	0	0	0
<b>505,697</b>	<b>998,601</b>	<b>1,062,305</b>	<b>1,057,478</b>	<b>TOTAL Personal Services</b>	<b>5,033,118</b>	<b>5,033,118</b>	<b>5,033,393</b>
11,855	723	355,000	355,000	60170 Professional Services	61,800	61,800	61,800
<b>11,855</b>	<b>723</b>	<b>355,000</b>	<b>355,000</b>	<b>TOTAL Contractual Services</b>	<b>61,800</b>	<b>61,800</b>	<b>61,800</b>
1,006	986	2,700	2,700	60180 Printing	10,250	10,250	10,250
0	0	7,291	7,291	60200 Communications	10,400	10,400	10,400
0	0	3,615	3,615	60220 Repairs and Maintenance	5,500	5,500	5,500
0	94	0	0	60230 Postage	0	0	0
5,937	15,535	9,804	14,631	60240 Supplies	40,850	40,850	40,850
5,080	3,221	11,115	11,115	60260 Travel & Training	36,255	36,255	35,980
145	51	550	550	60270 Local Travel/Mileage	2,200	2,200	2,200
0	504	0	0	60290 Software Licenses/Maint	13,000	13,000	13,000
445	710	1,500	1,500	60340 Dues & Subscriptions	17,200	17,200	17,200
5,484	9,120	7,980	7,980	60370 Intl Svc Telephone	58,100	58,100	58,100
25,550	74,596	51,915	51,915	60380 Intl Svc Data Processing	241,000	241,000	241,000
4,302	0	0	0	60390 Intl Svc PC Flat Fee	0	0	0
315	460	315	315	60410 Intl Svc Motor Pool	1,900	1,900	1,900
49,231	78,281	66,465	66,465	60430 Intl Svc Bldg Mgmt	86,973	86,973	86,973
3,646	26,127	8,884	6,189	60460 Intl Svc Dist/Postage	7,100	7,100	7,100
4	0	0	0	95110 Settle Inv Acct	0	0	0
3,640	2,630	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>104,784</b>	<b>212,314</b>	<b>172,134</b>	<b>174,266</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>530,728</b>	<b>530,728</b>	<b>530,453</b>
<b>622,336</b>	<b>1,211,638</b>	<b>1,589,439</b>	<b>1,586,744</b>	<b>TOTAL BUDGET</b>	<b>5,625,646</b>	<b>5,625,646</b>	<b>5,625,646</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE SPECIALIST/NR	1.00	52,405	1.00	52,405	1.00	52,405
0.00	0	0.00	0	1.00	67,254	1.00	67,254	BUDGET ANALYST	3.00	189,540	3.00	189,540	4.00	240,999
0.00	0	1.00	60,423	1.00	61,554	1.00	61,554	CONTRACT SPECIALIST	2.00	114,966	2.00	114,966	2.00	114,966
0.00	0	0.00	0	0.00	0	0.00	0	CONTRACT SPECIALIST/SR	2.00	137,000	2.00	137,000	2.00	137,000
0.00	0	0.00	0	0.00	0	0.00	0	CONTRACT TECHNICIAN	0.00	0	0.00	0	1.00	45,490
0.00	0	0.00	0	0.00	0	0.00	0	DATA ANALYST/SR	2.00	150,088	2.00	150,088	2.00	150,088
0.00	0	0.00	0	0.00	0	0.00	0	DEPARTMENT DIRECTOR 2	1.00	170,691	1.00	170,691	1.00	170,691
0.00	0	0.00	0	1.00	100,867	1.00	100,867	FINANCE MANAGER	2.00	198,495	2.00	198,495	2.00	198,495
0.00	0	0.00	0	0.00	0	0.00	0	FINANCE MANAGER, SR	1.00	115,200	1.00	115,200	1.00	115,200
0.00	0	0.50	21,800	0.00	0	0.00	0	FINANCE SPECIALIST 1	3.00	141,209	3.00	141,209	3.00	141,209
0.00	0	1.00	50,506	2.00	106,572	2.00	106,572	FINANCE SPECIALIST 2	4.00	213,756	4.00	213,756	2.00	112,394
0.00	0	1.00	66,061	0.00	0	0.00	0	FINANCE SPECIALIST/SR	1.00	66,789	1.00	66,789	1.00	66,789
0.00	0	0.00	0	0.00	0	0.00	0	FINANCE SUPERVISOR	1.00	70,008	1.00	70,008	1.00	70,008
0.00	0	0.00	0	0.00	0	0.00	0	FINANCE TECHNICIAN	2.00	81,221	2.00	81,221	2.00	81,221
2.00	104,988	2.00	116,761	2.00	116,762	2.00	116,762	HUMAN RESOURCES ANALYST 1	2.00	125,005	2.00	125,005	2.00	125,005
0.00	0	0.00	0	0.00	0	0.00	0	HUMAN RESOURCES ANALYST 2	1.00	62,000	1.00	62,000	1.00	62,000
2.00	140,307	2.00	140,223	1.00	72,155	1.00	72,155	HUMAN RESOURCES ANALYST, SENIO	3.00	239,269	3.00	239,269	3.00	239,269
1.00	94,656	1.00	90,194	1.00	88,880	1.00	88,880	HUMAN RESOURCES MANAGER 2	1.00	105,544	1.00	105,544	1.00	105,544
0.00	0	0.00	0	0.00	0	0.00	0	INFORMATION SPECIALIST 1	2.00	107,207	2.00	107,207	2.00	107,207
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASSISTANT 2	1.00	45,000	1.00	45,000	1.00	45,000
0.00	0	0.00	0	1.00	44,454	1.00	44,454	OFFICE ASSISTANT/SR	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	PROCUREMENT ANALYST	1.00	52,143	1.00	52,143	1.00	59,300
0.00	0	0.00	0	0.00	0	0.00	0	PROCUREMENT ANALYST/SR	1.00	66,440	1.00	66,440	3.00	190,515
0.00	0	0.00	0	0.00	0	0.00	0	PROCUREMENT ASSOCIATE	1.00	45,068	1.00	45,068	1.00	45,068
0.00	0	1.00	100,867	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	PROJECT MANAGER - REPRESENTED	1.00	90,000	1.00	90,000	1.00	90,000
0.00	0	0.00	0	0.00	0	0.00	0	RESEARCH/EVALUATION ANALYST/SR	3.00	208,126	3.00	208,126	1.00	38,126
0.00	-18,249	0.00	-27,917	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>5.00</b>	<b>321,702</b>	<b>9.50</b>	<b>618,918</b>	<b>10.00</b>	<b>658,498</b>	<b>10.00</b>	<b>658,498</b>	<b>TOTAL BUDGET</b>	<b>42.00</b>	<b>2,847,170</b>	<b>42.00</b>	<b>2,847,170</b>	<b>42.00</b>	<b>2,803,989</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	0	26,061	60000 Permanent	0	0	0
0	0	0	4,308	60130 Salary-Related Exp	0	0	0
0	0	0	2,983	60140 Insurance Benefits	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>33,352</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	0	0	31,563	60170 Professional Services	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>31,563</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	0	0	300	60200 Communications	0	0	0
0	0	0	300	60210 Rentals	0	0	0
0	0	0	3,940	60240 Supplies	0	0	0
0	0	0	10,369	60260 Travel & Training	0	0	0
0	0	0	2,012	60350 Central Indirect	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>16,921</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>81,836</b>	<b>TOTAL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>



## DEPARTMENT OF COUNTY ASSETS

## FUND 2507: Capital Improvement Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	55,004	0	0	60000 Permanent	0	0	0
0	0	69,259	69,259	60100 Temporary	76,676	76,676	76,676
0	3,554	0	0	60110 Overtime	0	0	0
0	17,513	0	0	60130 Salary-Related Exp	0	0	0
0	0	21,263	21,263	60135 Non-Base Fringe	22,503	22,503	22,503
0	15,458	0	0	60140 Insurance Benefits	0	0	0
0	0	19,429	19,429	60145 Non-Base Insurance	34,822	34,822	34,822
503,112	580,508	0	0	90001 ATYP Posting (CATS)	0	0	0
584	20,860	0	0	92001 Sheriff Office OT (CATS)	0	0	0
157,635	228,647	0	0	95102 Settle Labor	0	0	0
<b>661,331</b>	<b>921,545</b>	<b>109,951</b>	<b>109,951</b>	<b>TOTAL Personal Services</b>	<b>134,001</b>	<b>134,001</b>	<b>134,001</b>
1,157,629	7,137,914	800,000	800,000	60170 Professional Services	3,273,855	3,273,855	3,273,855
<b>1,157,629</b>	<b>7,137,914</b>	<b>800,000</b>	<b>800,000</b>	<b>TOTAL Contractual Services</b>	<b>3,273,855</b>	<b>3,273,855</b>	<b>3,273,855</b>
3,251	287	0	0	60180 Printing	0	0	0
538	7,314	0	0	60190 Utilities	0	0	0
19,796	4,493	0	0	60210 Rentals	0	0	0
2,029,644	2,341,587	3,400,000	3,400,000	60220 Repairs and Maintenance	5,430,000	5,430,000	5,430,000
28	0	0	0	60230 Postage	0	0	0
275,856	85,088	300,000	300,000	60240 Supplies	2,164,000	2,164,000	2,164,000
0	58	0	0	60250 Food	0	0	0
11	3	0	0	60270 Local Travel/Mileage	0	0	0
13,908	90,918	0	0	60370 Intl Svc Telephone	0	0	0
53	10	0	0	60410 Intl Svc Motor Pool	0	0	0
20,599	34,031	25,000	25,000	60420 Intl Svc Electronics	0	0	0
0	540	0	0	60440 Intl Svc Other	0	0	0
0	450,000	450,000	450,000	60450 Intl Svc Capital Debt Retire	450,000	450,000	450,000
247,353	364,007	0	0	95101 Settle Matrl & Svcs	0	0	0
0	142	0	0	95110 Settle Inv Acct	0	0	0
1,881	4,715	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>2,612,917</b>	<b>3,383,192</b>	<b>4,175,000</b>	<b>4,175,000</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>8,044,000</b>	<b>8,044,000</b>	<b>8,044,000</b>
0	9	0	0	60500 Interest	0	0	0
<b>0</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>TOTAL Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>
2,940,338	1,717,370	33,668,659	33,668,659	60530 Buildings	18,734,031	18,734,031	17,244,221
85,369	0	0	0	95109 Settle Capital	0	0	0
<b>3,025,707</b>	<b>1,717,370</b>	<b>33,668,659</b>	<b>33,668,659</b>	<b>TOTAL Capital Outlay</b>	<b>18,734,031</b>	<b>18,734,031</b>	<b>17,244,221</b>
<b>7,457,583</b>	<b>13,160,030</b>	<b>38,753,610</b>	<b>38,753,610</b>	<b>TOTAL BUDGET</b>	<b>30,185,887</b>	<b>30,185,887</b>	<b>28,696,077</b>

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	55,004	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
0.00	0	0.00	55,004	0.00	0	0.00	0	TOTAL BUDGET	0.00	0	0.00	0	0.00	0

## DEPARTMENT OF COUNTY ASSETS

## FUND 2508: Capital Acquisition Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	2,089,086	2,841,428	60170 Professional Services	150,000	150,000	150,000
<b>0</b>	<b>0</b>	<b>2,089,086</b>	<b>2,841,428</b>	<b>TOTAL Contractual Services</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
0	0	0	0	60260 Travel & Training	50,000	50,000	50,000
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
0	0	2,144,267	2,144,267	60550 Capital Equipment	1,224,943	1,224,943	1,224,943
<b>0</b>	<b>0</b>	<b>2,144,267</b>	<b>2,144,267</b>	<b>TOTAL Capital Outlay</b>	<b>1,224,943</b>	<b>1,224,943</b>	<b>1,224,943</b>
<b>0</b>	<b>0</b>	<b>4,233,353</b>	<b>4,985,695</b>	<b>TOTAL BUDGET</b>	<b>1,424,943</b>	<b>1,424,943</b>	<b>1,424,943</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 2509: Asset Preservation Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
164,044	207,104	0	0	90001 ATYP Posting (CATS)	0	0	0
37,182	36,981	0	0	95102 Settle Labor	0	0	0
<b>201,226</b>	<b>244,085</b>	<b>0</b>	<b>0</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
301,652	214,146	300,000	300,000	60170 Professional Services	965,000	965,000	965,000
<b>301,652</b>	<b>214,146</b>	<b>300,000</b>	<b>300,000</b>	<b>TOTAL Contractual Services</b>	<b>965,000</b>	<b>965,000</b>	<b>965,000</b>
411	236	0	0	60180 Printing	0	0	0
0	318	0	0	60210 Rentals	0	0	0
336,381	593,618	2,000,000	2,000,000	60220 Repairs and Maintenance	2,455,000	2,455,000	2,455,000
4,049	28,381	25,000	25,000	60240 Supplies	1,200,000	1,200,000	1,200,000
0	18,993	0	0	60370 Intl Svc Telephone	0	0	0
0	60	0	0	60440 Intl Svc Other	0	0	0
51,799	81,017	0	0	95101 Settle Matrl & Svcs	0	0	0
0	211	0	0	95110 Settle Inv Acctnt	0	0	0
0	632	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>392,640</b>	<b>723,465</b>	<b>2,025,000</b>	<b>2,025,000</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>3,655,000</b>	<b>3,655,000</b>	<b>3,655,000</b>
121,408	46,797	3,313,197	3,313,197	60530 Buildings	3,120,158	3,120,158	3,120,158
<b>121,408</b>	<b>46,797</b>	<b>3,313,197</b>	<b>3,313,197</b>	<b>TOTAL Capital Outlay</b>	<b>3,120,158</b>	<b>3,120,158</b>	<b>3,120,158</b>
<b>1,016,926</b>	<b>1,228,493</b>	<b>5,638,197</b>	<b>5,638,197</b>	<b>TOTAL BUDGET</b>	<b>7,740,158</b>	<b>7,740,158</b>	<b>7,740,158</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 3501: Fleet Management Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,467,903	1,558,937	1,473,755	1,473,755	60000 Permanent	1,379,773	1,379,773	1,379,773
30,827	13,458	12,966	12,966	60100 Temporary	13,018	13,018	13,018
18,679	31,820	33,674	33,674	60110 Overtime	31,106	31,106	31,106
13,117	15,738	29,475	29,475	60120 Premium	12,501	12,501	12,501
436,256	465,515	466,325	466,325	60130 Salary-Related Exp	430,574	430,574	430,574
2,567	1,122	523	523	60135 Non-Base Fringe	1,086	1,086	1,086
403,176	453,837	468,685	468,685	60140 Insurance Benefits	457,999	457,999	457,999
1,489	634	204	204	60145 Non-Base Insurance	423	423	423
-1,605	-3,369	0	0	90001 ATYP Posting (CATS)	0	0	0
4,682	3,306	0	0	95102 Settle Labor	0	0	0
-97	0	0	0	95200 ATYP Clean Up (Cent)	0	0	0
<b>2,376,994</b>	<b>2,540,999</b>	<b>2,485,607</b>	<b>2,485,607</b>	<b>TOTAL Personal Services</b>	<b>2,326,480</b>	<b>2,326,480</b>	<b>2,326,480</b>
40,980	35,909	115,781	115,781	60170 Professional Services	37,750	37,750	37,750
<b>40,980</b>	<b>35,909</b>	<b>115,781</b>	<b>115,781</b>	<b>TOTAL Contractual Services</b>	<b>37,750</b>	<b>37,750</b>	<b>37,750</b>
6,429	6,364	8,697	8,697	60180 Printing	3,030	3,030	3,030
7,333	6,014	17,085	17,085	60200 Communications	21,100	21,100	21,100
8,568	8,563	14,850	14,850	60210 Rentals	14,350	14,350	14,350
143,687	189,689	397,825	397,825	60220 Repairs and Maintenance	343,100	343,100	343,100
0	0	0	0	60230 Postage	0	0	0
1,811,764	2,010,252	2,630,219	2,644,202	60240 Supplies	2,304,979	2,304,979	2,304,979
34	0	0	0	60246 Medical & Dental Supplies	0	0	0
4,811	11,327	18,250	18,250	60260 Travel & Training	10,250	10,250	10,250
155	223	1,230	1,230	60270 Local Travel/Mileage	880	880	880
13,429	9,255	7,000	7,000	60290 Software Licenses/Maint	8,000	8,000	8,000
0	540,597	0	0	60320 Refunds	0	0	0
8,566	1,910	7,100	7,100	60340 Dues & Subscriptions	7,850	7,850	7,850
0	0	0	0	60360 Intl Svc Finance Ops	191,341	191,341	191,341
31,624	41,089	20,748	20,748	60370 Intl Svc Telephone	12,057	12,057	12,057
110,926	89,161	101,689	101,689	60380 Intl Svc Data Processing	108,771	108,771	108,771
0	55	0	0	60420 Intl Svc Electronics	0	0	0
535,685	566,660	575,364	575,364	60430 Intl Svc Bldg Mgmt	605,233	605,233	605,233
25	30	4,115	4,115	60440 Intl Svc Other	69,900	69,900	69,900
189,138	183,853	145,024	145,024	60460 Intl Svc Dist/Postage	7,808	7,808	7,808
40,779	0	0	0	60570 Bad Debt Expense	0	0	0
0	0	0	0	60620 Inventory Cost Difference	0	0	0
-914	-3,588	0	0	60680 Cash Discounts Taken	0	0	0
24	0	0	0	92002 Equipment Use	0	0	0
359	380	0	0	95101 Settle Matrl & Svcs	0	0	0
0	15	0	0	95107 Settle Int Svc Expenses	0	0	0
3,767	-2,307	0	0	95110 Settle Inv Acct	0	0	0
184,521	125,937	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>3,100,709</b>	<b>3,785,480</b>	<b>3,949,196</b>	<b>3,963,179</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>3,708,649</b>	<b>3,708,649</b>	<b>3,708,649</b>
864,728	531,783	3,886,049	3,886,049	60550 Capital Equipment	4,111,239	4,111,239	4,111,239
<b>864,728</b>	<b>531,783</b>	<b>3,886,049</b>	<b>3,886,049</b>	<b>TOTAL Capital Outlay</b>	<b>4,111,239</b>	<b>4,111,239</b>	<b>4,111,239</b>
<b>6,383,410</b>	<b>6,894,170</b>	<b>10,436,633</b>	<b>10,450,616</b>	<b>TOTAL BUDGET</b>	<b>10,184,118</b>	<b>10,184,118</b>	<b>10,184,118</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 3501: Fleet Management Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	50,517	1.00	52,325	1.00	52,304	1.00	52,304	BODY AND FENDER TECHNICIAN	1.00	52,728	1.00	52,728	1.00	52,728
4.00	299,854	5.00	348,466	5.00	381,445	5.00	381,445	ELECTRONIC TECHNICIAN	5.00	379,170	5.00	379,170	5.00	379,170
1.00	48,960	0.00	0	0.00	0	0.00	0	ELECTRONIC TECHNICIAN ASST	0.00	0	0.00	0	0.00	0
1.00	74,384	1.00	75,857	1.00	77,381	1.00	77,381	ELECTRONIC TECHNICIAN/CHIEF	1.00	82,417	1.00	82,417	1.00	82,417
0.00	0	1.00	41,322	1.00	41,322	1.00	41,322	FINANCE SPECIALIST 1	0.00	0	0.00	0	0.00	0
1.00	61,283	1.00	63,457	1.00	65,377	1.00	65,377	FINANCE SPECIALIST/SR	0.00	0	0.00	0	0.00	0
1.00	34,358	1.00	37,772	1.00	42,780	1.00	42,780	FINANCE TECHNICIAN	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	FLEET & SUPPORT SERVICES SPEC	1.00	51,343	1.00	51,343	1.00	51,343
1.00	68,604	1.00	71,674	1.00	71,674	1.00	71,674	FLEET MAINTENANCE SUPERVISOR	1.00	73,824	1.00	73,824	1.00	73,824
1.00	42,603	1.00	44,134	1.00	45,449	1.00	45,449	FLEET MAINTENANCE TECHNICIAN 2	1.00	46,842	1.00	46,842	1.00	46,842
8.00	399,827	8.00	418,259	8.00	427,180	8.00	427,180	FLEET MAINTENANCE TECHNICIAN 3	8.00	394,675	8.00	394,675	8.00	394,675
0.00	0	0.00	0	0.00	0	0.00	0	INVENTORY/STORES SPECIALIST 1	2.00	85,696	2.00	85,696	2.00	85,696
2.00	72,947	2.00	75,544	2.00	73,058	2.00	73,058	MOTOR POOL ATTENDANT	2.00	74,733	2.00	74,733	2.00	74,733
1.00	42,288	1.00	43,806	1.00	43,786	1.00	43,786	OFFICE ASSISTANT/SR	1.00	44,141	1.00	44,141	1.00	44,141
1.00	58,567	1.00	60,636	1.00	60,636	1.00	60,636	PROGRAM COORDINATOR	0.00	0	0.00	0	0.00	0
1.00	87,451	1.00	91,363	1.00	91,363	1.00	91,363	PROGRAM MANAGER 1	1.00	94,204	1.00	94,204	1.00	94,204
1.00	111,744	1.00	116,744	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
0.00	14,516	0.00	17,578	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>25.00</b>	<b>1,467,903</b>	<b>26.00</b>	<b>1,558,937</b>	<b>25.00</b>	<b>1,473,755</b>	<b>25.00</b>	<b>1,473,755</b>	<b>TOTAL BUDGET</b>	<b>24.00</b>	<b>1,379,773</b>	<b>24.00</b>	<b>1,379,773</b>	<b>24.00</b>	<b>1,379,773</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 3503: Information Technology Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
11,760,409	12,854,894	13,528,360	13,517,983	60000	Permanent	12,734,110	12,734,110	12,734,110
528,638	832,561	812,072	812,072	60100	Temporary	1,276,089	1,276,089	1,276,089
132,155	149,180	193,345	193,345	60110	Overtime	245,320	245,320	245,320
35,019	36,601	141,463	141,463	60120	Premium	28,099	28,099	28,099
3,382,078	3,842,040	4,179,680	4,176,565	60130	Salary-Related Exp	3,903,675	3,903,675	3,903,675
100,944	159,994	222,835	222,835	60135	Non-Base Fringe	309,183	309,183	309,183
2,576,382	2,973,544	3,253,195	3,252,417	60140	Insurance Benefits	3,164,738	3,164,738	3,164,738
32,302	85,089	56,252	56,252	60145	Non-Base Insurance	250,669	250,669	250,669
-7,482	-9,294	0	0	90001	ATYP Posting (CATS)	0	0	0
-17,016	-3,690	0	0	90002	ATYP On Call (CATS)	0	0	0
897	-1,796	0	0	93002	Assess Labor	0	0	0
129	0	0	0	95102	Settle Labor	0	0	0
<b>18,524,455</b>	<b>20,919,123</b>	<b>22,387,202</b>	<b>22,372,932</b>	<b>TOTAL Personal Services</b>		<b>21,911,883</b>	<b>21,911,883</b>	<b>21,911,883</b>
2,746,295	2,554,964	7,433,618	3,392,189	60170	Professional Services	4,341,285	4,341,285	4,341,285
<b>2,746,295</b>	<b>2,554,964</b>	<b>7,433,618</b>	<b>3,392,189</b>	<b>TOTAL Contractual Services</b>		<b>4,341,285</b>	<b>4,341,285</b>	<b>4,341,285</b>
10,696	24,448	1,846	1,846	60180	Printing	1,000	1,000	1,000
0	0	30,833	30,833	60190	Utilities	151,740	151,740	151,740
2,542,534	3,079,241	2,502,858	2,514,339	60200	Communications	3,084,004	3,084,004	3,084,929
25,991	15,610	194,733	194,733	60210	Rentals	165,900	165,900	165,900
1,626,510	1,904,734	484,000	484,000	60220	Repairs and Maintenance	560,100	560,100	835,052
171	260	0	0	60230	Postage	0	0	0
1,630,173	1,230,009	1,303,774	1,485,120	60240	Supplies	1,635,099	1,635,099	1,956,286
165,674	248,093	344,342	344,342	60260	Travel & Training	327,177	327,177	327,177
10,474	6,205	2,176	2,176	60270	Local Travel/Mileage	1,600	1,600	1,600
2,202,836	2,241,781	3,795,196	3,733,209	60290	Software Licenses/Maint	4,045,319	4,045,319	3,769,442
0	121,960	0	0	60320	Refunds	0	0	0
48,335	49,015	301,025	301,025	60340	Dues & Subscriptions	254,505	254,505	254,505
0	0	0	0	60360	Intl Svc Finance Ops	2,022,011	2,022,011	2,022,011
231,015	27,783	17,680	17,680	60370	Intl Svc Telephone	925	925	0
151,671	0	0	0	60380	Intl Svc Data Processing	274,952	274,952	0
8,603	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
25,375	28,385	28,130	28,130	60410	Intl Svc Motor Pool	28,280	28,280	28,280
1,187	8,327	3,000	3,000	60420	Intl Svc Electronics	3,000	3,000	3,000
1,018,710	1,054,810	1,036,096	1,036,096	60430	Intl Svc Bldg Mgmt	1,178,577	1,178,577	1,178,577
348	535	500	500	60440	Intl Svc Other	600	600	600
0	950,000	837,079	837,079	60450	Intl Svc Capital Debt Retire	950,000	950,000	950,000
29,500	81,551	79,860	79,860	60460	Intl Svc Dist/Postage	11,685	11,685	11,685
0	38	0	0	60615	Physical Inventory Adjustment	0	0	0
-41	0	0	0	60620	Inventory Cost Difference	0	0	0
-1,602	-31,071	0	0	60680	Cash Discounts Taken	0	0	0
294,835	149,454	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>10,022,997</b>	<b>11,191,168</b>	<b>10,963,128</b>	<b>11,093,968</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>14,696,474</b>	<b>14,696,474</b>	<b>14,741,784</b>
773,590	1,137,680	916,507	562,620	60550	Capital Equipment	1,978,784	1,978,784	1,978,784
<b>773,590</b>	<b>1,137,680</b>	<b>916,507</b>	<b>562,620</b>	<b>TOTAL Capital Outlay</b>		<b>1,978,784</b>	<b>1,978,784</b>	<b>1,978,784</b>
<b>32,067,336</b>	<b>35,802,935</b>	<b>41,700,455</b>	<b>37,421,709</b>	<b>TOTAL BUDGET</b>		<b>42,928,426</b>	<b>42,928,426</b>	<b>42,973,736</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 3503: Information Technology Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	1.00	66,274	1.00	88,463	1.00	88,463	ADMINISTRATIVE ANALYST, SENIOR	0.00	0	0.00	0	0.00	0
0.00	-2,426	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE SPECIALIST	0.00	0	0.00	0	0.00	0
1.00	46,020	1.00	50,405	1.00	50,405	1.00	50,405	ADMINISTRATIVE SPECIALIST/NR	0.00	0	0.00	0	0.00	0
1.00	60,276	1.00	60,636	1.00	65,000	1.00	65,000	BUDGET ANALYST	0.00	0	0.00	0	0.00	0
0.00	0	1.00	78,424	0.00	0	0.00	0	BUSINESS ANALYST	0.00	0	0.00	0	0.00	0
9.00	701,230	6.00	497,208	6.00	501,419	6.00	501,419	BUSINESS ANALYST/SR	6.00	507,810	6.00	507,810	6.00	507,810
1.00	142,014	1.00	159,166	1.00	151,500	1.00	151,500	CHIEF INFORMATION OFFICER	0.00	0	0.00	0	0.00	0
1.00	67,251	0.00	0	0.00	0	0.00	0	CONTRACT SPECIALIST/SR	0.00	0	0.00	0	0.00	0
0.00	0	1.00	83,959	1.00	93,377	1.00	93,377	COUNTY WEB MANAGER	0.00	0	0.00	0	0.00	0
0.00	-3,259	0.00	0	0.00	0	0.00	0	DATA ANALYST	0.00	0	0.00	0	0.00	0
1.00	81,487	2.00	165,905	3.00	251,173	3.00	251,173	DATABASE ADMINISTRATOR	2.00	172,675	2.00	172,675	2.00	172,675
5.00	448,031	6.00	564,687	7.00	621,345	7.00	621,345	DATABASE ADMINISTRATOR/SR	7.00	686,396	7.00	686,396	8.00	787,137
6.15	359,143	0.00	0	0.00	0	0.00	0	DESKTOP SUPPORT SPECIALIST	0.00	0	0.00	0	0.00	0
12.00	708,861	0.00	0	0.00	0	0.00	0	DESKTOP SUPPORT SPECIALIST/SENI	0.00	0	0.00	0	0.00	0
13.00	869,143	9.00	633,295	10.00	692,014	10.00	692,014	DEVELOPMENT ANALYST	13.00	906,033	13.00	906,033	12.00	818,839
28.00	2,244,728	29.00	2,425,460	23.00	1,902,946	23.00	1,902,946	DEVELOPMENT ANALYST/SR	23.00	1,915,087	23.00	1,915,087	22.00	1,800,105
0.00	0	0.00	0	1.00	115,000	1.00	115,000	FINANCE MANAGER, SR	0.00	0	0.00	0	0.00	0
1.00	38,722	1.00	42,357	1.00	43,619	1.00	43,619	FINANCE SPECIALIST 1	0.00	0	0.00	0	0.00	0
1.00	55,165	1.00	57,128	1.00	57,128	1.00	57,128	FINANCE SPECIALIST 2	0.00	0	0.00	0	0.00	0
0.00	0	1.00	75,869	0.00	0	0.00	0	FINANCE SUPERVISOR	0.00	0	0.00	0	0.00	0
0.00	0	1.00	81,537	1.00	68,394	1.00	68,394	HUMAN RESOURCES ANALYST 2	1.00	66,862	1.00	66,862	1.00	66,862
0.00	0	1.00	81,537	1.00	61,495	1.00	61,495	HUMAN RESOURCES ANALYST, SENIO	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	78,584	1.00	78,584	HUMAN RESOURCES MANAGER 1	0.00	0	0.00	0	0.00	0
0.00	0	1.00	83,958	1.00	95,000	1.00	95,000	HUMAN RESOURCES MANAGER 2	0.00	0	0.00	0	0.00	0
0.00	0	7.00	360,660	8.00	453,934	8.00	453,934	INFORMATION SPECIALIST 1	6.00	351,679	6.00	351,679	6.00	351,679
0.00	0	24.15	1,522,347	24.15	1,489,357	24.15	1,489,357	INFORMATION SPECIALIST 2	24.15	1,565,963	24.15	1,565,963	24.15	1,565,963
0.00	0	3.00	160,912	3.00	217,236	3.00	217,236	INFORMATION SPECIALIST 3	3.00	219,024	3.00	219,024	3.00	219,024
3.00	195,206	0.00	0	0.00	0	0.00	0	IT BUSINESS CONSULTANT	0.00	0	0.00	0	0.00	0
12.00	1,014,108	13.00	1,155,112	14.00	1,240,607	14.00	1,240,607	IT BUSINESS CONSULTANT/SR	15.00	1,319,417	15.00	1,319,417	15.00	1,319,417
1.00	93,877	0.00	0	1.00	71,500	1.00	71,500	IT MANAGER 1	0.00	0	0.00	0	0.00	0
10.50	1,143,540	10.00	1,127,539	9.99	1,130,904	9.99	1,130,904	IT MANAGER 2	10.00	1,103,517	10.00	1,103,517	10.00	1,103,517
3.00	363,609	3.00	377,402	3.00	362,990	3.00	362,990	IT MANAGER/SENIOR	3.00	392,549	3.00	392,549	3.00	392,549
1.25	141,968	2.00	193,724	5.00	376,782	5.00	376,782	IT PROJECT MANAGER 1	6.00	465,968	6.00	465,968	6.00	465,968
0.00	0	2.00	190,826	2.00	203,479	2.00	203,479	IT PROJECT MANAGER 2	2.00	213,425	2.00	213,425	2.00	213,425
1.00	78,064	1.00	105,884	1.00	105,883	1.00	105,883	IT SECURITY MANAGER	1.00	112,332	1.00	112,332	1.00	112,332
2.00	184,981	3.00	247,939	3.00	245,524	3.00	245,524	IT SUPERVISOR	3.00	261,420	3.00	261,420	3.00	261,420
8.50	576,388	0.00	0	0.00	0	0.00	0	NETWORK ADMINISTRATOR	0.00	0	0.00	0	0.00	0
12.25	1,003,931	10.00	843,404	8.00	765,438	8.00	765,438	NETWORK ADMINISTRATOR/SR	8.00	694,031	8.00	694,031	8.00	694,031
0.25	6,106	0.00	0	1.00	35,522	1.00	35,522	OFFICE ASSISTANT 2	0.00	0	0.00	0	0.00	0
1.00	61,826	0.00	0	1.00	50,214	1.00	50,214	PROCUREMENT ANALYST	0.00	0	0.00	0	0.00	0
0.00	0	1.00	60,636	1.00	63,924	1.00	63,924	PROCUREMENT ANALYST/SR	0.00	0	0.00	0	0.00	0
2.00	82,749	2.00	89,478	1.00	43,390	1.00	43,390	PROCUREMENT ASSOCIATE	0.00	0	0.00	0	0.00	0
1.00	63,678	1.00	65,951	0.00	0	0.00	0	PROGRAM COMMUNICATIONS & WEB	0.00	0	0.00	0	0.00	0



## DEPARTMENT OF COUNTY ASSETS

## FUND 3503: Information Technology Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.50	67,540	0.00	0	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
0.00	-1,062,737	0.00	-577,069	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
2.00	107,166	0.00	0	0.00	0	0.00	0	SYSTEM OPERATOR/SENIOR	0.00	0	0.00	0	0.00	0
2.25	176,543	1.00	74,126	1.00	76,342	1.00	76,342	SYSTEMS ADMINISTRATOR	1.00	79,259	1.00	79,259	1.00	79,259
14.00	1,323,162	17.00	1,648,218	17.00	1,658,472	17.00	1,658,472	SYSTEMS ADMINISTRATOR/SR	17.00	1,700,663	17.00	1,700,663	18.00	1,802,098
6.25	322,318	0.00	0	0.00	0	0.00	0	SYSTEMS OPERATOR	0.00	0	0.00	0	0.00	0
<b>163.90</b>	<b>11,760,409</b>	<b>164.15</b>	<b>12,854,894</b>	<b>165.14</b>	<b>13,528,360</b>	<b>165.14</b>	<b>13,528,360</b>	<b>TOTAL BUDGET</b>	<b>151.15</b>	<b>12,734,110</b>	<b>151.15</b>	<b>12,734,110</b>	<b>151.15</b>	<b>12,734,110</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 3504: Mail Distribution Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,052,287	1,100,298	1,095,279	1,095,279	60000	Permanent	483,212	483,212	483,212
16,842	16,501	65,159	65,159	60100	Temporary	50,314	50,314	50,314
3,035	3,897	4,744	4,744	60110	Overtime	2,942	2,942	2,942
1,973	2,109	21,858	21,858	60120	Premium	1,999	1,999	1,999
308,761	334,212	337,936	337,936	60130	Salary-Related Exp	147,027	147,027	147,027
4,604	3,657	17,245	17,245	60135	Non-Base Fringe	77,351	77,351	77,351
352,596	391,254	406,148	406,148	60140	Insurance Benefits	113,112	113,112	113,112
818	779	18,249	18,249	60145	Non-Base Insurance	89,337	89,337	89,337
-395	870	0	0	90001	ATYP Posting (CATS)	0	0	0
-2,311	0	0	0	90002	ATYP On Call (CATS)	0	0	0
0	1,796	0	0	93002	Assess Labor	0	0	0
497	510	0	0	95102	Settle Labor	0	0	0
<b>1,738,708</b>	<b>1,855,884</b>	<b>1,966,618</b>	<b>1,966,618</b>	<b>TOTAL Personal Services</b>		<b>965,294</b>	<b>965,294</b>	<b>965,294</b>
20,391	26,935	197,403	198,403	60170	Professional Services	68,500	68,500	68,500
<b>20,391</b>	<b>26,935</b>	<b>197,403</b>	<b>198,403</b>	<b>TOTAL Contractual Services</b>		<b>68,500</b>	<b>68,500</b>	<b>68,500</b>
3,606	3,555	5,250	5,250	60180	Printing	1,050	1,050	1,050
0	0	1,572	1,572	60200	Communications	1,275	1,275	1,275
3,177	2,594	3,700	3,700	60210	Rentals	4,000	4,000	4,000
7,833	1,771	24,730	24,730	60220	Repairs and Maintenance	9,500	9,500	9,500
821,965	767,864	1,039,934	1,041,389	60230	Postage	1,042,984	1,042,984	1,042,984
20,840	18,249	104,542	104,542	60240	Supplies	38,196	38,196	39,876
0	0	0	0	60246	Medical & Dental Supplies	0	0	0
4,745	6,330	20,500	20,500	60260	Travel & Training	11,500	11,500	11,500
173	313	850	850	60270	Local Travel/Mileage	600	600	600
5,725	6,300	15,000	15,000	60290	Software Licenses/Maint	7,500	7,500	7,500
1,098	1,573	3,385	3,385	60340	Dues & Subscriptions	1,400	1,400	1,400
0	0	0	0	60360	Intl Svc Finance Ops	130,489	130,489	130,489
15,195	10,601	19,152	19,152	60370	Intl Svc Telephone	6,205	6,205	6,205
83,015	127,009	131,952	131,952	60380	Intl Svc Data Processing	86,975	86,975	86,975
52,312	55,832	43,353	43,353	60410	Intl Svc Motor Pool	68,500	68,500	68,500
1,275	1,445	5,000	5,000	60420	Intl Svc Electronics	1,605	1,605	1,605
500,925	501,408	529,308	529,308	60430	Intl Svc Bldg Mgmt	815,327	815,327	815,327
160,592	195,693	213,029	213,029	60440	Intl Svc Other	0	0	0
121	5	0	0	60460	Intl Svc Dist/Postage	0	0	0
22,197	2,451	10,000	10,000	60600	Goods Issued to Scrap	0	0	0
0	0	0	0	60605	Stock Transfer Expense	0	0	0
2,443	-455	5,000	5,000	60610	Loss from Inventory Revaluatio	0	0	0
-464	836	0	0	60615	Physical Inventory Adjustment	0	0	0
-635	-133	0	0	60620	Inventory Cost Difference	0	0	0
2,543,768	2,377,831	3,000,000	3,000,000	60670	Goods Issue-Non SD Sales Order	0	0	0
-33,042	-30,285	0	0	60680	Cash Discounts Taken	0	0	0
30,054	26,043	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>4,246,917</b>	<b>4,076,831</b>	<b>5,176,257</b>	<b>5,177,712</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>2,227,106</b>	<b>2,227,106</b>	<b>2,228,786</b>
<b>6,006,016</b>	<b>5,959,650</b>	<b>7,340,278</b>	<b>7,342,733</b>	<b>TOTAL BUDGET</b>		<b>3,260,900</b>	<b>3,260,900</b>	<b>3,262,580</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 3504: Mail Distribution Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
6.00	212,800	7.00	252,094	7.00	256,080	7.00	256,080	DRIVER	6.00	228,483	6.00	228,483	6.00	228,483
1.00	67,034	1.00	70,033	1.00	70,033	1.00	70,033	FINANCE MANAGER	0.00	0	0.00	0	0.00	0
0.00	0	1.00	44,697	1.00	46,013	1.00	46,013	FINANCE SPECIALIST 1	0.00	0	0.00	0	0.00	0
1.00	42,288	0.00	0	0.00	0	0.00	0	FINANCE TECHNICIAN	0.00	0	0.00	0	0.00	0
6.00	228,847	5.00	202,084	5.00	204,328	5.00	204,328	INVENTORY/STORES SPECIALIST 1	0.40	15,537	0.40	15,537	0.40	15,537
2.00	89,347	2.00	92,520	2.00	95,282	2.00	95,282	INVENTORY/STORES SPECIALIST 2	0.00	0	0.00	0	0.00	0
1.00	50,517	1.00	52,325	1.00	52,304	1.00	52,304	INVENTORY/STORES SPECIALIST 3	0.00	0	0.00	0	0.00	0
3.00	177,375	3.00	183,674	3.00	189,083	3.00	189,083	PROCUREMENT ANALYST/SR	0.00	0	0.00	0	0.00	0
1.00	58,567	2.00	112,961	1.00	60,636	1.00	60,636	PROGRAM SPECIALIST	2.00	114,966	2.00	114,966	2.00	114,966
1.00	41,060	1.00	42,512	1.00	42,512	1.00	42,512	RECORDS ADMINISTRATION ASST	1.00	42,848	1.00	42,848	1.00	42,848
1.00	75,622	1.00	79,008	1.00	79,008	1.00	79,008	RECORDS ADMINISTRATOR	1.00	81,378	1.00	81,378	1.00	81,378
0.00	-10,000	0.00	0	0.00	0	0.00	0	SALARY SAVINGS	0.00	0	0.00	0	0.00	0
0.00	18,830	0.00	-31,610	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>23.00</b>	<b>1,052,287</b>	<b>24.00</b>	<b>1,100,298</b>	<b>23.00</b>	<b>1,095,279</b>	<b>23.00</b>	<b>1,095,279</b>	<b>TOTAL BUDGET</b>	<b>10.40</b>	<b>483,212</b>	<b>10.40</b>	<b>483,212</b>	<b>10.40</b>	<b>483,212</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 3505: Facilities Management Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
5,353,088	5,526,452	5,490,168	5,486,144	60000	Permanent	5,183,465	5,183,465	5,183,465
184,400	103,519	150,206	150,206	60100	Temporary	91,315	91,315	91,315
168,683	175,915	233,000	233,000	60110	Overtime	199,900	199,900	199,900
126,986	141,759	250,912	250,912	60120	Premium	166,473	166,473	166,473
1,644,041	1,765,902	1,733,560	1,731,721	60130	Salary-Related Exp	1,621,677	1,621,677	1,621,677
36,284	18,356	35,938	35,938	60135	Non-Base Fringe	15,747	15,747	15,747
1,442,711	1,565,668	1,630,768	1,630,426	60140	Insurance Benefits	1,575,593	1,575,593	1,575,593
9,628	5,088	38,048	38,048	60145	Non-Base Insurance	19,504	19,504	19,504
-788,792	-747,110	0	0	90001	ATYP Posting (CATS)	0	0	0
0	0	0	0	90002	ATYP On Call (CATS)	0	0	0
-285,014	-333,884	0	0	95102	Settle Labor	0	0	0
4,642	0	0	0	95200	ATYP Clean Up (Cent)	0	0	0
<b>7,896,657</b>	<b>8,221,664</b>	<b>9,562,600</b>	<b>9,556,395</b>	<b>TOTAL Personal Services</b>		<b>8,873,674</b>	<b>8,873,674</b>	<b>8,873,674</b>
413,000	15,399	388,250	388,250	60160	Pass-Thru & Pgm Supt	16,000	16,000	16,000
5,207,453	5,158,327	6,400,045	6,509,265	60170	Professional Services	7,841,808	7,841,808	7,841,808
<b>5,620,453</b>	<b>5,173,727</b>	<b>6,788,295</b>	<b>6,897,515</b>	<b>TOTAL Contractual Services</b>		<b>7,857,808</b>	<b>7,857,808</b>	<b>7,857,808</b>
30,496	32,957	27,225	27,225	60180	Printing	29,175	29,175	29,175
5,798,320	5,834,824	6,100,000	6,100,000	60190	Utilities	6,100,000	6,100,000	6,100,000
13,086	12,983	63,912	63,912	60200	Communications	65,851	65,851	65,851
4,949,667	5,312,562	5,055,477	5,055,477	60210	Rentals	5,334,803	5,334,803	5,334,803
3,213,166	2,589,807	2,165,728	2,165,728	60220	Repairs and Maintenance	2,454,700	2,454,700	2,454,700
31	231	0	0	60230	Postage	0	0	0
2,002,122	2,009,626	1,828,934	1,835,139	60240	Supplies	2,034,900	2,034,900	2,034,900
32,817	43,182	89,065	89,065	60260	Travel & Training	72,500	72,500	72,500
566	2,025	1,650	1,650	60270	Local Travel/Mileage	1,650	1,650	1,650
37,499	38,561	40,000	40,000	60280	Insurance	43,000	43,000	43,000
4,632	12,030	10,120	10,120	60290	Software Licenses/Maint	40,750	40,750	40,750
2	0	0	0	60320	Refunds	0	0	0
9,984	12,800	15,600	15,600	60340	Dues & Subscriptions	16,550	16,550	16,550
0	0	0	0	60360	Intl Svc Finance Ops	1,436,221	1,436,221	1,436,221
250,073	139,744	70,623	70,623	60370	Intl Svc Telephone	70,641	70,641	70,641
678,927	749,050	703,052	703,052	60380	Intl Svc Data Processing	686,597	686,597	686,597
309,668	313,877	333,300	333,300	60410	Intl Svc Motor Pool	349,629	349,629	349,629
30,693	23,250	46,000	46,000	60420	Intl Svc Electronics	63,315	63,315	63,315
112,715	95,353	99,000	99,000	60440	Intl Svc Other	96,950	96,950	96,950
6,378,903	5,924,772	6,017,772	6,017,772	60450	Intl Svc Capital Debt Retire	5,449,772	5,449,772	5,449,772
96,254	83,541	94,875	94,875	60460	Intl Svc Dist/Postage	25,687	25,687	25,687
8,767	9,989	0	0	60660	Goods Issue	0	0	0
-120	-198	0	0	60680	Cash Discounts Taken	0	0	0
1,663	10,044	0	0	92002	Equipment Use	0	0	0
-683,403	-980,474	0	0	95101	Settle Matrl & Svcs	0	0	0
95	550	0	0	95107	Settle Int Svc Expenses	0	0	0
916	4,939	0	0	95110	Settle Inv Acctnt	0	0	0
89	222	0	0	95112	Settle Equip Use	0	0	0
-6,380,833	-4,146,952	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
0	0	0	0	97001	Material Overhead	0	0	0
<b>16,896,794</b>	<b>18,129,294</b>	<b>22,762,333</b>	<b>22,768,538</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>24,372,691</b>	<b>24,372,691</b>	<b>24,372,691</b>
133	202	0	0	60500	Interest	0	0	0

## DEPARTMENT OF COUNTY ASSETS

## FUND 3505: Facilities Management Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
133	202	0	0	<b>TOTAL Debt Service</b>	0	0	0
969,517	200,693	0	0	60530 Buildings	0	0	0
6,995	0	0	0	60550 Capital Equipment	0	0	0
-261,091	-162,225	0	0	95109 Settle Capital	0	0	0
<b>715,421</b>	<b>38,468</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>31,129,458</b>	<b>31,563,355</b>	<b>39,113,228</b>	<b>39,222,448</b>	<b>TOTAL BUDGET</b>	<b>41,104,173</b>	<b>41,104,173</b>	<b>41,104,173</b>

## DEPARTMENT OF COUNTY ASSETS

## FUND 3505: Facilities Management Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	1.00	69,906	1.00	69,906	ADMINISTRATIVE ANALYST	1.00	68,952	1.00	68,952	1.00	68,952
5.00	310,515	5.00	316,855	5.00	323,220	5.00	323,220	ALARM TECHNICIAN	5.00	325,105	5.00	325,105	5.00	325,105
1.00	53,048	1.00	58,197	1.00	59,953	1.00	59,953	BUDGET ANALYST	0.00	0	0.00	0	0.00	0
1.00	66,313	1.00	67,651	1.00	68,298	1.00	68,298	BUILDING AUTOMATION SYSTEM SPE	1.00	70,096	1.00	70,096	1.00	70,096
8.00	404,824	8.00	443,994	8.00	450,120	8.00	450,120	CARPENTER	8.00	447,779	8.00	447,779	8.00	447,779
2.00	106,335	2.00	115,467	3.00	165,551	3.00	165,551	CONTRACT SPECIALIST	1.00	56,686	1.00	56,686	1.00	56,686
1.00	59,675	1.00	64,983	1.00	60,636	1.00	60,636	CONTRACT SPECIALIST/SR	0.00	0	0.00	0	0.00	0
2.00	126,826	2.00	139,458	2.00	143,621	2.00	143,621	DATA ANALYST/SR	1.00	72,571	1.00	72,571	1.00	72,571
0.00	0	0.00	0	1.00	116,744	1.00	116,744	DIVISION DIRECTOR 2	1.00	106,732	1.00	106,732	0.00	-1
6.00	410,163	6.00	418,686	6.00	427,206	6.00	427,206	ELECTRICIAN	6.00	429,684	6.00	429,684	6.00	429,684
4.00	207,724	4.00	224,207	4.00	225,778	4.00	225,778	FAC MAINT DISPATCH/SCHEDULER	5.00	276,096	5.00	276,096	5.00	276,096
0.00	0	0.00	0	0.00	0	0.00	0	FACILITIES & PROPERTY MGNT DIVISI	0.00	0	0.00	0	1.00	106,733
0.50	43,772	0.50	45,730	0.50	45,278	0.50	45,278	FACILITIES DEV & SERVICES MGR	0.00	0	0.00	0	0.00	0
1.00	48,578	1.00	52,325	0.00	0	0.00	0	FACILITIES SPECIALIST 1	0.00	0	0.00	0	0.00	0
4.00	217,950	4.00	237,222	4.00	187,326	4.00	187,326	FACILITIES SPECIALIST 2	5.00	306,286	5.00	306,286	5.00	306,286
19.00	1,296,175	19.00	1,395,836	19.00	1,404,956	19.00	1,404,956	FACILITIES SPECIALIST 3	19.00	1,372,532	19.00	1,372,532	19.00	1,372,532
1.00	43,139	1.00	46,870	1.00	47,836	1.00	47,836	FINANCE SPECIALIST 1	0.00	0	0.00	0	0.00	0
1.00	44,424	1.00	48,147	1.00	49,613	1.00	49,613	FINANCE SPECIALIST 2	0.00	0	0.00	0	0.00	0
1.00	40,667	1.00	43,806	1.00	43,785	1.00	43,785	FINANCE TECHNICIAN	0.00	0	0.00	0	0.00	0
2.00	82,432	2.00	84,146	2.00	84,940	2.00	84,940	HVAC ASSISTANT	2.00	87,152	2.00	87,152	2.00	87,152
10.00	573,565	10.00	585,060	10.00	590,900	10.00	590,900	HVAC ENGINEER	10.00	606,320	10.00	606,320	10.00	606,320
3.00	126,944	3.00	137,833	3.00	131,836	3.00	131,836	LIGHTING TECHNICIAN	3.00	137,137	3.00	137,137	3.00	137,137
2.00	100,046	2.00	107,740	2.00	107,740	2.00	107,740	LOCKSMITH	2.00	108,618	2.00	108,618	2.00	108,618
1.00	61,846	1.00	69,906	0.00	0	0.00	0	MANAGEMENT ASSISTANT	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	85,850	1.00	85,850	MANAGER 2	1.00	91,078	1.00	91,078	1.00	91,078
3.00	250,029	3.00	274,380	2.00	182,920	2.00	182,920	PROGRAM MANAGER 1	2.00	188,409	2.00	188,409	2.00	188,409
0.00	0	1.00	76,016	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
1.00	111,744	1.00	116,744	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
3.00	190,133	3.00	212,541	3.00	212,542	3.00	212,542	PROGRAM SUPERVISOR	3.00	223,045	3.00	223,045	3.00	223,045
1.00	53,048	1.00	57,777	1.00	59,508	1.00	59,508	PROPERTY MANAGEMENT SPECIALIS	1.00	61,799	1.00	61,799	1.00	61,799
2.00	130,783	2.00	142,103	2.00	144,105	2.00	144,105	PROPERTY MANAGEMENT SPECIALIS	2.00	147,388	2.00	147,388	2.00	147,388
0.00	192,390	0.00	-57,228	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>85.50</b>	<b>5,353,088</b>	<b>86.50</b>	<b>5,526,452</b>	<b>85.50</b>	<b>5,490,168</b>	<b>85.50</b>	<b>5,490,168</b>	<b>TOTAL BUDGET</b>	<b>79.00</b>	<b>5,183,465</b>	<b>79.00</b>	<b>5,183,465</b>	<b>79.00</b>	<b>5,183,465</b>

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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# **Departmental Budget Detail by Fund**

fy2013 adopted budget

## Department of County Human Services Expenditure and Position Detail by Fund



# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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## COUNTY HUMAN SERVICES

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
7,478,053	7,200,925	8,796,766	8,923,855	60000	Permanent	8,951,367	8,951,367	9,002,497
100,166	97,465	52,095	52,095	60100	Temporary	76,920	76,920	76,920
19,310	17,265	0	0	60110	Overtime	0	0	0
27,393	25,992	0	0	60120	Premium	0	0	0
2,188,441	2,164,988	2,661,418	2,699,024	60130	Salary-Related Exp	2,730,996	2,730,996	2,745,875
17,811	15,309	690	690	60135	Non-Base Fringe	6,404	6,404	6,404
2,032,726	2,182,690	2,675,461	2,712,249	60140	Insurance Benefits	2,793,513	2,793,513	2,815,448
3,726	11,834	360	360	60145	Non-Base Insurance	17,499	17,499	17,499
0	2,596	0	0	90002	ATYP On Call (CATS)	0	0	0
332	107	0	0	95102	Settle Labor	0	0	0
<b>11,867,957</b>	<b>11,719,171</b>	<b>14,186,790</b>	<b>14,388,273</b>	<b>TOTAL Personal Services</b>		<b>14,576,699</b>	<b>14,576,699</b>	<b>14,664,643</b>
3,768,915	4,334,106	4,430,560	5,047,773	60150	Cnty Match & Sharing	4,442,576	4,442,576	4,588,424
892,139	1,127,859	822,359	823,919	60155	Direct Prog & Client Assist	787,521	787,521	787,521
23,954,932	24,481,858	27,718,939	27,109,686	60160	Pass-Thru & Pgm Supt	27,043,313	27,043,313	27,501,593
901,213	826,756	1,269,353	1,317,813	60170	Professional Services	1,057,690	1,057,690	1,140,000
4,312	31,262	0	0	95106	Settle Passthru/Supp	0	0	0
<b>29,521,510</b>	<b>30,801,840</b>	<b>34,241,211</b>	<b>34,299,191</b>	<b>TOTAL Contractual Services</b>		<b>33,331,100</b>	<b>33,331,100</b>	<b>34,017,538</b>
47,668	58,275	58,057	52,326	60180	Printing	53,379	53,379	53,853
25	289	79,546	74,936	60200	Communications	80,120	80,120	80,120
24,328	29,061	9,011	9,011	60210	Rentals	3,340	3,340	3,340
299	107	15,397	14,513	60220	Repairs and Maintenance	13,806	13,806	13,806
1,739	1,706	1,913	1,878	60230	Postage	3,638	3,638	3,638
122,840	142,315	298,026	209,428	60240	Supplies	148,985	148,985	151,867
0	129	0	0	60246	Medical & Dental Supplies	0	0	0
81,820	48,206	60,737	57,849	60260	Travel & Training	77,248	77,248	77,470
40,256	47,534	50,261	48,735	60270	Local Travel/Mileage	40,753	40,753	41,073
13,135	18,867	0	5,000	60290	Software Licenses/Maint	12,000	12,000	12,000
2,126	17,789	0	0	60320	Refunds	0	0	0
14,370	50,270	37,635	35,035	60340	Dues & Subscriptions	29,959	29,959	29,959
0	24	0	0	60355	Dept Indirect	0	0	0
180,823	169,990	124,253	120,313	60370	Intl Svc Telephone	137,502	137,502	137,502
1,057,208	1,230,261	1,013,502	1,030,506	60380	Intl Svc Data Processing	1,273,066	1,273,066	1,273,066
58,210	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
82,208	77,618	88,787	78,416	60410	Intl Svc Motor Pool	88,594	88,594	88,594
170	0	0	0	60420	Intl Svc Electronics	0	0	0
896,643	920,782	1,017,327	975,088	60430	Intl Svc Bldg Mgmt	1,105,536	1,105,536	1,105,536
8,156	10,690	0	0	60440	Intl Svc Other	0	0	0
63,855	57,072	66,410	56,461	60460	Intl Svc Dist/Postage	35,569	35,569	35,569
0	0	15,000	15,000	60570	Bad Debt Expense	0	0	0
-70	-89	0	0	60680	Cash Discounts Taken	0	0	0
15,589	12,614	0	0	95101	Settle Matrl & Svcs	0	0	0
497	0	0	0	95107	Settle Int Svc Expenses	0	0	0
50	40	0	0	95110	Settle Inv Acctnt	0	0	0
4	10	0	0	95116	Settle Med Supplies	0	0	0
40,353	32,822	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>2,752,303</b>	<b>2,926,381</b>	<b>2,935,862</b>	<b>2,784,495</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>3,103,495</b>	<b>3,103,495</b>	<b>3,107,393</b>
35,485	33,281	0	0	60500	Interest	0	0	0
<b>35,485</b>	<b>33,281</b>	<b>0</b>	<b>0</b>	<b>TOTAL Debt Service</b>		<b>0</b>	<b>0</b>	<b>0</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
44,177,255	45,480,673	51,363,863	51,471,959	TOTAL BUDGET	51,011,294	51,011,294	51,789,574

## COUNTY HUMAN SERVICES

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.80	41,619	0.80	35,045	0.80	43,748	0.80	43,748	ADDICTIONS SPECIALIST	0.80	43,447	0.80	43,447	0.80	43,447
1.57	87,493	0.56	31,516	1.75	94,174	1.75	94,174	ADMINISTRATIVE ANALYST	1.49	79,901	1.49	79,901	1.49	79,901
0.00	0	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE ASSISTANT	0.09	3,958	0.09	3,958	0.09	3,958
0.09	6,806	0.09	7,111	0.09	7,111	0.09	7,111	ADMINISTRATIVE SERV OFFICER	0.09	7,342	0.09	7,342	0.09	7,342
1.00	38,117	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE SPECIALIST	1.00	45,490	1.00	45,490	1.00	45,490
0.21	12,204	0.53	31,817	1.19	74,022	1.19	74,022	BUDGET ANALYST	2.18	135,052	2.18	135,052	2.18	135,052
0.90	40,374	1.00	46,450	1.00	39,797	1.00	39,797	CASE MANAGER 1	1.00	40,717	1.00	40,717	1.00	40,717
3.00	134,026	1.00	48,884	2.20	104,405	2.20	104,405	CASE MANAGER 2	2.00	105,443	2.00	105,443	2.50	127,512
1.00	46,205	1.00	47,836	1.00	48,567	1.00	48,567	CLERICAL UNIT COORDINATOR	1.00	48,214	1.00	48,214	1.00	48,214
3.78	216,210	3.78	238,138	3.65	218,398	3.65	218,398	CLINICAL SERVICES SPECIALIST	3.65	216,371	3.65	216,371	3.65	216,371
2.16	141,901	2.16	151,485	2.16	147,083	2.16	147,083	COMMUNITY HEALTH NURSE	2.16	151,662	2.16	151,662	2.16	151,662
0.27	11,450	0.36	15,503	0.36	16,116	0.36	16,116	COMMUNITY INFORMATION SPEC	0.36	16,303	0.36	16,303	0.48	21,010
5.94	322,941	5.84	331,450	7.83	440,700	7.83	440,700	CONTRACT SPECIALIST	6.89	400,554	6.89	400,554	6.89	400,554
0.73	32,187	0.69	31,080	0.98	44,702	0.98	44,702	CONTRACT TECHNICIAN	0.87	39,601	0.87	39,601	0.87	39,601
2.00	98,983	2.00	112,555	3.03	169,397	3.03	169,397	DATA ANALYST	3.00	163,555	3.00	163,555	3.00	163,555
1.00	63,225	0.92	60,246	1.00	68,644	1.00	68,644	DATA ANALYST/SR	0.91	63,592	0.91	63,592	0.91	63,592
0.93	43,046	5.00	225,826	4.00	186,665	4.00	186,665	DATA TECHNICIAN	4.00	178,755	4.00	178,755	4.00	178,755
0.50	78,849	0.28	43,162	0.67	104,635	0.67	104,635	DEPARTMENT DIRECTOR 2	0.41	65,780	0.41	65,780	0.41	65,780
0.00	0	0.00	0	0.00	0	0.00	0	DEPUTY DIRECTOR	0.19	23,232	0.19	23,232	0.19	23,232
4.00	246,678	4.00	243,753	4.00	251,888	4.00	251,888	DEPUTY PUBLIC GUARDIAN	4.00	251,787	4.00	251,787	4.00	251,787
0.00	0	0.00	0	0.09	10,508	0.09	10,508	DIVISION DIRECTOR 2	0.09	11,108	0.09	11,108	0.09	11,108
0.04	7,132	0.00	0	0.00	0	0.00	0	EMS MEDICAL DIRECTOR	0.00	0	0.00	0	0.00	0
1.50	79,211	2.00	106,677	2.00	110,288	2.00	110,288	FAMILY INTERVENTION SPECIALIST	2.00	110,982	2.00	110,982	2.00	110,982
0.00	0	0.00	0	0.00	0	0.00	0	FINANCE MANAGER	1.00	84,560	1.00	84,560	1.00	84,560
0.00	0	0.00	0	0.54	63,217	0.54	63,217	FINANCE MANAGER, SR	0.00	0	0.00	0	0.00	0
3.60	164,941	2.60	119,519	3.89	166,090	3.89	166,090	FINANCE SPECIALIST 1	3.82	170,578	3.82	170,578	3.82	170,578
4.51	239,227	2.97	162,327	4.09	228,270	4.09	228,270	FINANCE SPECIALIST 2	4.25	221,501	4.25	221,501	4.25	221,501
0.11	6,112	1.16	68,282	1.22	71,382	1.22	71,382	FINANCE SPECIALIST/SR	0.12	7,743	0.12	7,743	0.12	7,743
0.48	30,522	0.95	64,183	1.08	72,491	1.08	72,491	FINANCE SUPERVISOR	0.84	59,688	0.84	59,688	0.84	59,688
2.00	75,895	2.00	94,394	2.00	97,134	2.00	97,134	HEALTH INFORMATION TECHNICIAN	2.00	96,428	2.00	96,428	2.00	96,428
1.00	43,774	1.00	45,329	1.00	47,361	1.00	47,361	HEALTH INFORMATION TECHNICIAN/S	1.00	47,653	1.00	47,653	1.00	47,653
0.58	33,457	0.63	37,084	0.55	33,944	0.55	33,944	HOUSING DEVELOPMENT SPECIALIST	0.61	38,244	0.61	38,244	0.61	38,244
0.00	0	0.00	0	0.00	0	0.00	0	HUMAN RESOURCES ANALYST 1	0.59	37,946	0.59	37,946	0.59	37,946
0.32	18,850	0.66	42,065	1.12	71,669	1.12	71,669	HUMAN RESOURCES ANALYST 2	1.83	118,188	1.83	118,188	1.83	118,188
0.78	57,841	0.52	40,602	1.12	86,652	1.12	86,652	HUMAN RESOURCES ANALYST, SENIO	0.47	39,424	0.47	39,424	0.47	39,424
0.32	29,235	0.44	42,431	0.56	54,930	0.56	54,930	HUMAN RESOURCES MANAGER 2	0.42	43,865	0.42	43,865	0.42	43,865
0.22	11,383	0.43	23,569	0.56	25,817	0.56	25,817	HUMAN RESOURCES TECHNICIAN	0.00	0	0.00	0	0.00	0
3.78	215,437	3.83	226,445	1.33	81,867	1.33	81,867	HUMAN SERVICES INVESTIGATOR	1.50	84,850	1.50	84,850	1.50	84,850
0.00	0	0.00	0	1.75	165,434	1.75	165,434	MANAGER 2	1.00	97,266	1.00	97,266	1.00	97,266
0.00	0	0.00	0	2.25	221,505	2.25	221,505	MANAGER, SR	2.50	259,934	2.50	259,934	2.50	259,934
27.23	1,711,693	29.42	1,924,369	29.42	1,936,529	29.42	1,936,529	MENTAL HEALTH CONSULTANT	30.42	1,990,639	30.42	1,990,639	30.42	1,990,639
0.00	0	0.50	70,246	0.37	51,980	0.37	51,980	MENTAL HEALTH DIRECTOR	0.37	39,413	0.37	39,413	0.37	39,413
9.70	340,995	10.06	367,717	10.52	381,080	10.52	381,080	OFFICE ASSISTANT 2	10.83	393,656	10.83	393,656	10.83	393,656

## COUNTY HUMAN SERVICES

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
5.99	226,873	6.01	232,453	6.53	261,347	6.53	261,347	OFFICE ASSISTANT/SR	5.95	250,717	5.95	250,717	5.95	250,717
1.00	50,784	1.00	53,055	1.00	52,540	1.00	52,540	OPERATIONS SUPERVISOR	1.00	53,581	1.00	53,581	1.00	53,581
0.00	1	0.00	0	0.00	0	0.00	0	PHYSICIAN	0.00	0	0.00	0	0.00	0
0.92	46,454	1.80	95,581	2.11	116,588	2.11	116,588	PROGRAM COORDINATOR	2.51	142,678	2.51	142,678	2.51	142,678
4.46	377,682	2.63	237,179	1.66	147,452	1.66	147,452	PROGRAM MANAGER 1	1.12	87,501	1.12	87,501	1.12	87,501
3.32	318,741	3.00	300,685	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
0.75	82,507	0.42	49,113	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
9.96	577,803	12.90	762,100	10.37	614,036	10.37	614,036	PROGRAM SPECIALIST	12.63	747,294	12.63	747,294	12.63	747,294
9.14	591,003	7.88	530,363	7.86	537,746	7.86	537,746	PROGRAM SPECIALIST/SR	6.60	456,839	6.60	456,839	6.60	456,839
6.42	469,808	6.12	453,128	6.96	502,572	6.96	502,572	PROGRAM SUPERVISOR	9.63	753,053	9.63	753,053	9.63	753,053
1.45	62,284	2.04	90,128	2.00	90,534	2.00	90,534	PROGRAM TECHNICIAN	0.66	26,561	0.66	26,561	0.66	26,561
0.60	113,497	0.45	79,963	0.35	60,634	0.35	60,634	PSYCHIATRIST	0.40	73,757	0.40	73,757	0.40	73,757
0.50	44,122	0.49	47,510	0.67	61,513	0.67	61,513	PUBLIC RELATIONS COORDINATOR	0.79	74,913	0.79	74,913	0.79	74,913
2.00	87,591	0.50	19,648	0.00	0	0.00	0	RESEARCH/EVALUATION ANALYST 1	0.00	0	0.00	0	0.00	0
0.09	5,154	0.09	5,338	0.97	60,175	0.97	60,175	RESEARCH/EVALUATION ANALYST 2	0.00	0	0.00	0	0.00	0
0.03	1,031	0.49	31,722	0.67	42,819	0.67	42,819	RESEARCH/EVALUATION ANALYST, S	1.00	67,708	1.00	67,708	1.00	67,708
1.68	107,432	1.04	73,649	2.09	145,562	2.09	145,562	RESEARCH/EVALUATION ANALYST/SR	2.00	139,974	2.00	139,974	2.00	139,974
0.00	-454,918	0.00	-1,037,451	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
0.84	42,185	0.75	39,665	1.25	65,048	1.25	65,048	VETERANS SERVICES OFFICER	0.75	42,369	0.75	42,369	1.25	66,723
<b>135.20</b>	<b>7,478,053</b>	<b>136.79</b>	<b>7,200,925</b>	<b>145.66</b>	<b>8,796,766</b>	<b>145.66</b>	<b>8,796,766</b>	<b>TOTAL BUDGET</b>	<b>146.79</b>	<b>8,951,367</b>	<b>146.79</b>	<b>8,951,367</b>	<b>147.91</b>	<b>9,002,497</b>

## COUNTY HUMAN SERVICES

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
24,925,384	26,576,989	26,817,556	27,427,814	60000	Permanent	27,645,399	27,645,399	27,818,048
415,879	517,889	31,146	420,829	60100	Temporary	123,111	123,111	123,111
39,649	80,665	0	0	60110	Overtime	0	0	0
89,430	104,425	0	0	60120	Premium	0	0	0
7,282,367	8,102,382	8,084,356	8,264,077	60130	Salary-Related Exp	8,352,409	8,352,409	8,402,159
76,401	87,886	883	22,632	60135	Non-Base Fringe	20,881	20,881	20,881
7,438,719	8,598,742	8,883,372	9,121,946	60140	Insurance Benefits	9,424,183	9,424,183	9,495,027
15,416	37,997	460	11,556	60145	Non-Base Insurance	21,374	21,374	21,374
1,748	0	0	0	90002	ATYP On Call (CATS)	0	0	0
2,324	9	0	0	95102	Settle Labor	0	0	0
<b>40,287,317</b>	<b>44,106,984</b>	<b>43,817,773</b>	<b>45,268,854</b>	<b>TOTAL Personal Services</b>		<b>45,587,357</b>	<b>45,587,357</b>	<b>45,880,600</b>
601,795	587,570	539,320	569,320	60150	Cnty Match & Sharing	539,320	539,320	539,320
24,754,568	21,930,561	22,544,758	22,816,670	60155	Direct Prog & Client Assist	13,540,987	13,540,987	13,540,987
39,925,707	38,032,739	39,564,391	42,382,710	60160	Pass-Thru & Pgm Supt	39,358,280	39,358,280	39,409,230
1,536,246	1,379,308	1,928,585	2,298,475	60170	Professional Services	2,100,915	2,100,915	2,079,767
-4,312	-31,262	0	0	95106	Settle Passthru/Supp	0	0	0
<b>66,814,004</b>	<b>61,898,915</b>	<b>64,577,054</b>	<b>68,067,175</b>	<b>TOTAL Contractual Services</b>		<b>55,539,502</b>	<b>55,539,502</b>	<b>55,569,304</b>
139,057	149,905	163,026	170,068	60180	Printing	182,479	182,479	182,479
986	492	205,498	205,684	60200	Communications	103,564	103,564	103,564
28,393	28,776	39,228	39,828	60210	Rentals	39,406	39,406	39,406
1,000	0	47,379	107,415	60220	Repairs and Maintenance	53,345	53,345	53,345
2,729	1,635	3,432	3,452	60230	Postage	4,756	4,756	4,756
269,633	272,888	804,082	759,774	60240	Supplies	501,348	501,348	514,418
0	693	0	0	60245	Lib Books & Matrls	0	0	0
14	147	0	0	60246	Medical & Dental Supplies	0	0	0
249,209	155,848	269,319	390,350	60260	Travel & Training	273,977	273,977	273,977
130,610	137,362	135,125	136,688	60270	Local Travel/Mileage	143,688	143,688	143,688
10,308	10,258	0	0	60290	Software Licenses/Maint	0	0	0
1,078	136,331	0	0	60320	Refunds	0	0	0
6,063	0	0	0	60330	Claims Paid	0	0	0
71,887	67,941	123,950	123,950	60340	Dues & Subscriptions	128,825	128,825	128,825
1,303,466	830,108	1,313,527	1,326,662	60350	Central Indirect	1,013,569	1,013,569	1,020,100
613,293	618,873	498,503	513,963	60355	Dept Indirect	399,317	399,317	399,317
524,122	389,506	346,554	349,031	60370	Intl Svc Telephone	355,144	355,144	355,144
2,847,528	3,217,352	3,449,755	3,432,751	60380	Intl Svc Data Processing	3,684,168	3,684,168	3,684,168
282,884	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
240,769	257,087	233,445	236,085	60410	Intl Svc Motor Pool	237,732	237,732	237,732
0	1,406	0	0	60420	Intl Svc Electronics	1,406	1,406	1,406
2,786,688	2,956,262	3,008,689	3,018,843	60430	Intl Svc Bldg Mgmt	3,084,242	3,084,242	3,084,242
1,873	3,152	0	0	60440	Intl Svc Other	0	0	0
226,891	254,574	254,232	255,856	60460	Intl Svc Dist/Postage	213,551	213,551	213,551
3,156	0	0	0	60570	Bad Debt Expense	0	0	0
-250	-197	0	0	60680	Cash Discounts Taken	0	0	0
-23,934	-20,041	0	0	95101	Settle Matrl & Svcs	0	0	0
-721	0	0	0	95107	Settle Int Svc Expenses	0	0	0
681	10	0	0	95110	Settle Inv Acctnt	0	0	0
233	0	0	0	95112	Settle Equip Use	0	0	0
-8	-25	0	0	95116	Settle Med Supplies	0	0	0
205,531	268,524	0	0	95430	Settle Bldg Mgmt Svc	0	0	0

COUNTY HUMAN SERVICES

FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
9,923,170	9,738,866	10,895,744	11,070,400	TOTAL Materials & Supplies	10,420,517	10,420,517	10,440,118
50,392	0	0	0	60550 Capital Equipment	0	0	0
50,392	0	0	0	TOTAL Capital Outlay	0	0	0
117,074,883	115,744,765	119,290,571	124,406,429	TOTAL BUDGET	111,547,376	111,547,376	111,890,022

## COUNTY HUMAN SERVICES

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.98	112,495	2.05	122,500	2.05	126,784	2.05	126,784	ADMINISTRATIVE ANALYST	2.81	168,040	2.81	168,040	2.81	168,040
2.91	159,647	2.50	140,924	3.00	178,802	3.00	178,802	ADMINISTRATIVE ANALYST, SENIOR	2.50	159,028	2.50	159,028	2.50	159,028
0.00	0	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE ASSISTANT	0.91	40,017	0.91	40,017	0.91	40,017
0.91	68,818	0.91	71,897	0.91	71,897	0.91	71,897	ADMINISTRATIVE SERV OFFICER	0.91	74,234	0.91	74,234	0.91	74,234
0.00	0	0.50	22,572	0.50	18,604	0.50	18,604	ADMINISTRATIVE SPECIALIST	1.50	58,141	1.50	58,141	1.50	58,141
2.24	127,329	1.79	106,566	1.81	113,201	1.81	113,201	BUDGET ANALYST	1.82	117,199	1.82	117,199	1.82	117,199
15.00	550,583	17.00	643,892	17.00	668,928	17.00	668,928	CASE MANAGEMENT ASSISTANT	17.00	670,257	17.00	670,257	18.00	703,392
49.00	2,034,167	48.00	2,060,570	48.00	2,090,466	48.00	2,090,466	CASE MANAGER 1	53.00	2,285,584	53.00	2,285,584	53.75	2,314,132
129.80	6,347,325	127.50	6,413,702	123.30	6,384,005	123.30	6,384,005	CASE MANAGER 2	130.30	6,680,051	130.30	6,680,051	130.30	6,680,051
26.80	1,446,649	32.80	1,775,994	31.80	1,769,575	31.80	1,769,575	CASE MANAGER/SR	30.80	1,716,922	30.80	1,716,922	31.80	1,765,136
6.22	382,543	7.22	433,140	5.35	337,694	5.35	337,694	CLINICAL SERVICES SPECIALIST	5.35	339,504	5.35	339,504	5.35	339,504
1.44	94,601	2.14	152,540	2.14	150,628	2.14	150,628	COMMUNITY HEALTH NURSE	3.14	230,287	3.14	230,287	3.14	230,287
2.73	115,772	5.14	215,134	4.64	203,648	4.64	203,648	COMMUNITY INFORMATION SPEC	4.14	188,267	4.14	188,267	5.02	222,788
0.23	13,923	0.96	53,858	0.17	10,933	0.17	10,933	CONTRACT SPECIALIST	1.11	59,294	1.11	59,294	1.11	59,294
0.00	212	0.16	7,438	0.02	1,109	0.02	1,109	CONTRACT TECHNICIAN	0.13	5,889	0.13	5,889	0.13	5,889
0.25	13,253	0.00	0	1.97	101,769	1.97	101,769	DATA ANALYST	3.00	156,290	3.00	156,290	3.00	156,290
1.00	64,581	0.08	5,396	0.00	0	0.00	0	DATA ANALYST/SR	0.09	6,610	0.09	6,610	0.09	6,610
1.00	35,406	1.00	40,072	1.00	40,298	1.00	40,298	DATA TECHNICIAN	3.00	120,883	3.00	120,883	3.00	120,883
0.22	34,732	0.63	101,626	0.33	50,941	0.33	50,941	DEPARTMENT DIRECTOR 2	0.59	94,219	0.59	94,219	0.59	94,219
0.00	0	0.00	0	0.00	0	0.00	0	DEPUTY DIRECTOR	0.81	99,869	0.81	99,869	0.81	99,869
0.00	0	0.00	0	2.41	280,123	2.41	280,123	DIVISION DIRECTOR 2	2.41	295,999	2.41	295,999	2.41	295,999
5.00	199,177	6.00	243,269	5.00	209,920	5.00	209,920	ELIGIBILITY SPECIALIST	3.00	132,069	3.00	132,069	3.00	132,069
2.00	113,606	2.00	117,673	0.00	0	0.00	0	FAMILY INTERVENTION SPECIALIST	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.46	53,527	0.46	53,527	FINANCE MANAGER, SR	0.00	0	0.00	0	0.00	0
1.78	69,502	2.51	114,371	1.71	77,145	1.71	77,145	FINANCE SPECIALIST 1	2.77	142,385	2.77	142,385	1.90	89,445
0.99	54,079	0.74	37,704	0.41	24,196	0.41	24,196	FINANCE SPECIALIST 2	0.25	13,517	0.25	13,517	0.25	13,517
0.62	34,874	1.37	80,908	1.78	105,231	1.78	105,231	FINANCE SPECIALIST/SR	0.88	55,926	0.88	55,926	0.88	55,926
1.15	71,949	0.52	34,582	0.92	61,379	0.92	61,379	FINANCE SUPERVISOR	1.17	82,678	1.17	82,678	1.17	82,678
0.00	0	2.00	92,916	1.50	74,894	1.50	74,894	HEALTH EDUCATOR	0.00	0	0.00	0	0.00	0
0.42	23,788	0.37	22,203	0.45	28,057	0.45	28,057	HOUSING DEVELOPMENT SPECIALIST	0.39	24,676	0.39	24,676	0.39	24,676
0.00	0	0.00	0	0.00	0	0.00	0	HUMAN RESOURCES ANALYST 1	0.41	26,121	0.41	26,121	0.41	26,121
0.96	58,848	0.65	41,301	0.88	56,942	0.88	56,942	HUMAN RESOURCES ANALYST 2	1.17	76,639	1.17	76,639	1.17	76,639
1.07	80,630	1.08	85,012	0.88	69,154	0.88	69,154	HUMAN RESOURCES ANALYST, SENIO	1.53	126,687	1.53	126,687	1.53	126,687
0.53	48,978	0.29	27,271	0.44	43,330	0.44	43,330	HUMAN RESOURCES MANAGER 2	0.58	60,216	0.58	60,216	0.58	60,216
0.62	31,775	0.44	22,877	0.44	20,511	0.44	20,511	HUMAN RESOURCES TECHNICIAN	0.00	0	0.00	0	0.00	0
26.22	1,449,576	26.17	1,517,469	25.67	1,550,819	25.67	1,550,819	HUMAN SERVICES INVESTIGATOR	26.50	1,563,322	26.50	1,563,322	26.50	1,563,322
0.00	0	0.00	0	1.25	121,056	1.25	121,056	MANAGER 2	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	4.75	470,454	4.75	470,454	MANAGER, SR	6.00	605,501	6.00	605,501	6.00	605,501
48.69	2,940,202	50.23	3,108,696	50.63	3,211,365	50.63	3,211,365	MENTAL HEALTH CONSULTANT	44.98	2,836,106	44.98	2,836,106	44.98	2,836,106
50.21	1,690,778	51.06	1,773,034	50.43	1,774,243	50.43	1,774,243	OFFICE ASSISTANT 2	49.67	1,749,266	49.67	1,749,266	47.47	1,675,218
18.74	754,523	17.51	735,071	15.16	648,633	15.16	648,633	OFFICE ASSISTANT/SR	14.75	648,554	14.75	648,554	14.75	648,554
1.00	54,480	0.00	0	0.00	0	0.00	0	OPERATIONS SUPERVISOR	0.00	0	0.00	0	0.00	0
7.08	373,426	3.70	201,662	2.44	140,558	2.44	140,558	PROGRAM COORDINATOR	1.29	71,679	1.29	71,679	2.29	121,391



## COUNTY HUMAN SERVICES

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
10.54	809,286	10.87	899,574	10.34	820,103	10.34	820,103	PROGRAM MANAGER 1	10.88	927,716	10.88	927,716	10.88	927,716
6.70	633,758	7.20	690,690	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
2.98	329,049	2.90	336,363	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
32.47	1,766,582	30.01	1,716,296	25.36	1,467,660	25.36	1,467,660	PROGRAM SPECIALIST	29.15	1,694,533	29.15	1,694,533	28.25	1,639,514
10.27	657,161	11.62	755,133	10.54	718,772	10.54	718,772	PROGRAM SPECIALIST/SR	10.80	745,369	10.80	745,369	10.80	745,369
21.35	1,375,584	26.29	1,791,712	25.04	1,710,141	25.04	1,710,141	PROGRAM SUPERVISOR	24.37	1,751,133	24.37	1,751,133	24.37	1,751,133
7.66	309,381	6.22	262,263	5.60	240,490	5.60	240,490	PROGRAM TECHNICIAN	5.94	256,876	5.94	256,876	6.09	262,417
1.00	63,942	1.00	66,804	0.00	0	0.00	0	PROJECT MANAGER	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	PSYCHIATRIST	0.40	70,976	0.40	70,976	0.40	70,976
0.22	19,435	0.33	29,809	0.33	29,947	0.33	29,947	PUBLIC RELATIONS COORDINATOR	0.21	19,520	0.21	19,520	0.21	19,520
1.52	65,145	1.32	53,080	0.00	0	0.00	0	RESEARCH/EVALUATION ANALYST 1	0.00	0	0.00	0	0.00	0
0.91	52,118	1.08	62,851	0.03	1,861	0.03	1,861	RESEARCH/EVALUATION ANALYST 2	0.00	0	0.00	0	0.00	0
0.04	2,621	0.33	20,751	0.33	20,847	0.33	20,847	RESEARCH/EVALUATION ANALYST, S	0.00	0	0.00	0	0.00	0
1.06	80,478	0.96	75,414	0.91	73,076	0.91	73,076	RESEARCH/EVALUATION ANALYST/SR	1.00	79,298	1.00	79,298	1.00	79,298
0.00	-1,318,064	0.00	-1,296,189	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
0.96	46,834	1.25	62,991	1.25	65,827	1.25	65,827	VETERANS SERVICES OFFICER	1.25	67,307	1.25	67,307	1.25	67,307
0.00	0	0.76	39,305	0.50	27,029	0.50	27,029	VOLUNTEER COORDINATOR	0.00	0	0.00	0	0.00	0
8.00	379,847	8.01	386,302	6.00	300,984	6.00	300,984	WEATHERIZATION INSPECTOR	5.00	250,744	5.00	250,744	8.07	405,729
514.49	24,925,384	527.17	26,576,989	497.83	26,817,556	497.83	26,817,556	TOTAL BUDGET	509.66	27,645,398	509.66	27,645,398	513.54	27,818,047

## COUNTY HUMAN SERVICES

## FUND 1519: Video Lottery Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	0	1,748,801	60160 Pass-Thru & Pgm Supt	1,885,297	1,885,297	1,885,297
<b>0</b>	<b>0</b>	<b>0</b>	<b>1,748,801</b>	<b>TOTAL Contractual Services</b>	<b>1,885,297</b>	<b>1,885,297</b>	<b>1,885,297</b>
0	0	0	4,995	60180 Printing	0	0	0
0	0	0	3,294	60200 Communications	0	0	0
0	0	0	630	60220 Repairs and Maintenance	0	0	0
0	0	0	86,031	60240 Supplies	0	0	0
0	0	0	2,250	60260 Travel & Training	0	0	0
0	0	0	1,458	60270 Local Travel/Mileage	0	0	0
0	0	0	2,600	60340 Dues & Subscriptions	0	0	0
0	0	0	2,008	60370 Intl Svc Telephone	0	0	0
0	0	0	7,731	60410 Intl Svc Motor Pool	0	0	0
0	0	0	32,085	60430 Intl Svc Bldg Mgmt	0	0	0
0	0	0	8,325	60460 Intl Svc Dist/Postage	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>151,407</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>1,900,208</b>	<b>TOTAL BUDGET</b>	<b>1,885,297</b>	<b>1,885,297</b>	<b>1,885,297</b>

## COUNTY HUMAN SERVICES

## FUND 3002: Behavioral Health Managed Care Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
2,739,449	2,337,022	2,870,482	2,911,055	60000 Permanent	3,190,102	3,190,102	3,190,102
50,146	88,129	150,000	150,000	60100 Temporary	105,000	105,000	105,000
20,153	3,838	0	0	60110 Overtime	0	0	0
18,039	8,181	0	0	60120 Premium	0	0	0
811,747	699,857	851,828	863,146	60130 Salary-Related Exp	946,713	946,713	946,713
5,585	14,810	0	0	60135 Non-Base Fringe	0	0	0
707,289	650,313	837,403	866,186	60140 Insurance Benefits	988,114	988,114	988,114
1,839	6,729	0	0	60145 Non-Base Insurance	0	0	0
62	246	0	0	95102 Settle Labor	0	0	0
<b>4,354,309</b>	<b>3,809,126</b>	<b>4,709,713</b>	<b>4,790,387</b>	<b>TOTAL Personal Services</b>	<b>5,229,929</b>	<b>5,229,929</b>	<b>5,229,929</b>
8,163	40,361	3,000	3,000	60155 Direct Prog & Client Assist	3,000	3,000	3,000
32,883,480	37,127,149	35,494,805	35,412,348	60160 Pass-Thru & Pgm Supt	34,825,606	34,825,606	34,825,606
837,675	1,005,411	983,750	983,750	60170 Professional Services	1,079,800	1,079,800	1,079,800
<b>33,729,318</b>	<b>38,172,921</b>	<b>36,481,555</b>	<b>36,399,098</b>	<b>TOTAL Contractual Services</b>	<b>35,908,406</b>	<b>35,908,406</b>	<b>35,908,406</b>
89,583	127,598	132,804	132,804	60180 Printing	132,804	132,804	132,804
0	-100	27,212	27,212	60200 Communications	36,549	36,549	36,549
0	0	3,646	3,646	60220 Repairs and Maintenance	4,217	4,217	4,217
10,961	21,604	20,726	20,726	60230 Postage	20,740	20,740	20,740
16,635	16,291	122,025	186,205	60240 Supplies	13,235	13,235	13,235
3,433	5,764	6,348	6,348	60260 Travel & Training	6,348	6,348	6,348
4,097	2,378	14,136	14,136	60270 Local Travel/Mileage	22,214	22,214	22,214
2,015	7,397	0	0	60290 Software Licenses/Maint	0	0	0
0	19,058	27,261	27,261	60340 Dues & Subscriptions	32,553	32,553	32,553
0	721,927	1,054,871	1,056,444	60350 Central Indirect	951,919	951,919	951,919
0	0	1,021,383	1,022,904	60355 Dept Indirect	1,321,880	1,321,880	1,321,880
68,660	50,060	57,773	57,773	60370 Intl Svc Telephone	37,347	37,347	37,347
570,797	413,095	328,521	328,521	60380 Intl Svc Data Processing	207,794	207,794	207,794
98,680	0	0	0	60390 Intl Svc PC Flat Fee	0	0	0
12,974	15,376	33,269	33,269	60410 Intl Svc Motor Pool	20,253	20,253	20,253
217,873	236,130	352,539	352,539	60430 Intl Svc Bldg Mgmt	316,445	316,445	316,445
411	719	0	0	60440 Intl Svc Other	0	0	0
15,177	11,736	7,432	7,432	60460 Intl Svc Dist/Postage	7,432	7,432	7,432
8,345	7,427	0	0	95101 Settle Matrl & Svcs	0	0	0
223	0	0	0	95107 Settle Int Svc Expenses	0	0	0
0	41	0	0	95110 Settle Inv Acct	0	0	0
4	15	0	0	95116 Settle Med Supplies	0	0	0
3,809	1,841	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>1,123,673</b>	<b>1,658,355</b>	<b>3,209,946</b>	<b>3,277,220</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>3,131,730</b>	<b>3,131,730</b>	<b>3,131,730</b>
<b>39,207,300</b>	<b>43,640,402</b>	<b>44,401,214</b>	<b>44,466,705</b>	<b>TOTAL BUDGET</b>	<b>44,270,065</b>	<b>44,270,065</b>	<b>44,270,065</b>

## COUNTY HUMAN SERVICES

## FUND 3002: Behavioral Health Managed Care Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.27	13,916	0.18	9,534	0.00	0	0.00	0	ADMINISTRATIVE ANALYST	0.50	25,594	0.50	25,594	0.50	25,594
0.09	5,310	1.50	91,020	1.00	59,605	1.00	59,605	ADMINISTRATIVE ANALYST, SENIOR	0.50	32,266	0.50	32,266	0.50	32,266
0.00	0	0.50	22,571	0.50	18,604	0.50	18,604	ADMINISTRATIVE SPECIALIST	0.50	19,160	0.50	19,160	0.50	19,160
0.54	28,101	0.68	40,556	0.00	0	0.00	0	BUDGET ANALYST	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	4.00	218,740	4.00	218,740	CASE MANAGER 2	4.00	195,584	4.00	195,584	4.00	195,584
0.70	50,361	0.00	0	0.00	0	0.00	0	COMMUNITY HEALTH NURSE	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	39,505	1.00	39,505	COMMUNITY INFORMATION SPEC	1.00	39,229	1.00	39,229	1.00	39,229
1.84	99,287	1.20	66,352	0.00	0	0.00	0	CONTRACT SPECIALIST	0.00	0	0.00	0	0.00	0
0.26	11,204	0.15	6,625	0.00	0	0.00	0	CONTRACT TECHNICIAN	0.00	0	0.00	0	0.00	0
0.75	40,162	2.00	107,649	2.00	119,377	2.00	119,377	DATA ANALYST	2.00	110,009	2.00	110,009	2.00	110,009
1.00	64,634	1.00	66,889	1.00	69,920	1.00	69,920	DATA ANALYST/SR	1.00	68,786	1.00	68,786	1.00	68,786
2.07	81,747	1.00	42,001	1.00	45,234	1.00	45,234	DATA TECHNICIAN	1.00	44,907	1.00	44,907	1.00	44,907
0.27	42,867	0.09	13,979	0.00	0	0.00	0	DEPARTMENT DIRECTOR 2	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.50	57,141	0.50	57,141	DIVISION DIRECTOR 2	0.50	60,252	0.50	60,252	0.50	60,252
0.46	73,503	0.00	0	0.00	0	0.00	0	EMS MEDICAL DIRECTOR	0.00	0	0.00	0	0.00	0
0.22	8,513	0.50	22,236	0.00	0	0.00	0	FINANCE SPECIALIST 1	0.00	0	0.00	0	0.00	0
0.00	0	0.78	40,694	0.00	0	0.00	0	FINANCE SPECIALIST 2	0.00	0	0.00	0	0.00	0
1.27	67,450	0.47	27,021	0.00	0	0.00	0	FINANCE SPECIALIST/SR	0.00	0	0.00	0	0.00	0
0.37	24,243	0.53	35,103	0.00	0	0.00	0	FINANCE SUPERVISOR	0.00	0	0.00	0	0.00	0
0.22	13,419	0.19	12,145	0.00	0	0.00	0	HUMAN RESOURCES ANALYST 2	0.00	0	0.00	0	0.00	0
0.15	10,880	0.40	30,619	0.00	0	0.00	0	HUMAN RESOURCES ANALYST, SENIO	0.00	0	0.00	0	0.00	0
0.15	13,508	0.27	26,350	0.00	0	0.00	0	HUMAN RESOURCES MANAGER 2	0.00	0	0.00	0	0.00	0
0.16	8,221	0.13	6,805	0.00	0	0.00	0	HUMAN RESOURCES TECHNICIAN	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	2.00	182,020	2.00	182,020	MANAGER, SR	1.50	139,251	1.50	139,251	1.50	139,251
22.13	1,288,463	18.70	1,067,989	16.10	961,543	16.10	961,543	MENTAL HEALTH CONSULTANT	23.76	1,429,838	23.76	1,429,838	23.76	1,429,838
1.00	134,473	0.50	70,245	0.63	88,508	0.63	88,508	MENTAL HEALTH DIRECTOR	0.63	67,109	0.63	67,109	0.63	67,109
1.60	56,116	0.38	13,316	1.00	31,216	1.00	31,216	OFFICE ASSISTANT 2	3.00	104,209	3.00	104,209	3.00	104,209
0.28	9,398	1.48	54,013	1.30	49,652	1.30	49,652	OFFICE ASSISTANT/SR	1.30	50,793	1.30	50,793	1.30	50,793
0.00	0	1.50	130,747	1.00	72,114	1.00	72,114	PROGRAM MANAGER 1	1.00	76,691	1.00	76,691	1.00	76,691
2.98	281,058	2.80	275,999	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
0.27	30,564	0.68	77,665	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
1.65	91,938	1.00	49,822	3.40	174,537	3.40	174,537	PROGRAM SPECIALIST	4.40	222,735	4.40	222,735	4.40	222,735
2.00	126,373	2.30	147,181	1.90	140,733	1.90	140,733	PROGRAM SPECIALIST/SR	0.60	41,450	0.60	41,450	0.60	41,450
2.23	164,885	1.59	123,852	3.00	208,406	3.00	208,406	PROGRAM SUPERVISOR	2.00	146,034	2.00	146,034	2.00	146,034
2.00	84,160	1.00	39,476	1.00	41,295	1.00	41,295	PROGRAM TECHNICIAN	0.00	0	0.00	0	0.00	0
0.00	0	0.65	117,808	0.75	136,320	0.75	136,320	PSYCHIATRIST	0.80	153,441	0.80	153,441	0.80	153,441
0.27	23,986	0.18	13,784	0.00	0	0.00	0	PUBLIC RELATIONS COORDINATOR	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	100,867	1.00	100,867	QUALITY MANAGER	1.00	106,360	1.00	106,360	1.00	106,360
0.00	0	0.18	7,073	0.00	0	0.00	0	RESEARCH/EVALUATION ANALYST 1	0.00	0	0.00	0	0.00	0
0.42	25,878	0.18	11,193	0.00	0	0.00	0	RESEARCH/EVALUATION ANALYST, S	0.00	0	0.00	0	0.00	0
0.41	26,366	0.50	32,964	0.80	55,145	0.80	55,145	RESEARCH/EVALUATION ANALYST/SR	0.80	56,405	0.80	56,405	0.80	56,405
0.00	-261,535	0.00	-564,254	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
48.03	2,739,449	45.19	2,337,022	44.88	2,870,482	44.88	2,870,482	TOTAL BUDGET	51.79	3,190,103	51.79	3,190,103	51.79	3,190,103

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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# **Departmental Budget Detail by Fund**

fy2013 adopted budget

## Department of County Management Expenditure and Position Detail by Fund

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
11,581,294	11,610,020	12,442,193	12,440,105	60000	Permanent	12,809,239	12,809,239	12,821,243
170,179	220,425	240,517	240,517	60100	Temporary	278,267	278,267	278,267
13,404	15,768	12,800	12,800	60110	Overtime	11,800	11,800	11,800
17,463	17,510	14,080	14,080	60120	Premium	26,180	26,180	26,180
3,370,106	3,523,040	3,761,017	3,760,354	60130	Salary-Related Exp	3,871,097	3,871,097	3,874,782
32,579	30,981	39,241	39,241	60135	Non-Base Fringe	35,039	35,039	35,039
3,212,855	3,506,072	3,890,929	3,890,752	60140	Insurance Benefits	4,073,089	4,073,089	4,074,109
16,371	14,329	27,737	27,737	60145	Non-Base Insurance	22,537	22,537	22,537
15,717	-908	0	0	90001	ATYP Posting (CATS)	0	0	0
2,763	6,042	0	0	90002	ATYP On Call (CATS)	0	0	0
6,739	110	0	0	93002	Assess Labor	0	0	0
491	151	0	0	95102	Settle Labor	0	0	0
<b>18,439,959</b>	<b>18,943,541</b>	<b>20,428,514</b>	<b>20,425,586</b>	<b>TOTAL Personal Services</b>		<b>21,127,248</b>	<b>21,127,248</b>	<b>21,143,957</b>
0	859,165	431,868	431,868	60160	Pass-Thru & Pgm Supt	434,268	434,268	434,268
1,781,967	1,614,038	2,114,273	2,109,519	60170	Professional Services	2,432,975	2,432,975	2,416,266
<b>1,781,967</b>	<b>2,473,203</b>	<b>2,546,141</b>	<b>2,541,387</b>	<b>TOTAL Contractual Services</b>		<b>2,867,243</b>	<b>2,867,243</b>	<b>2,850,534</b>
124,643	159,881	133,903	133,903	60180	Printing	134,185	134,185	134,185
0	3,295	5,270	5,270	60190	Utilities	3,000	3,000	3,000
-110	125	35,691	35,691	60200	Communications	37,950	37,950	37,950
570	5,320	2,180	2,180	60210	Rentals	2,180	2,180	2,180
85,250	90,158	792,025	792,025	60220	Repairs and Maintenance	244,844	244,844	244,844
942	3,178	3,700	3,700	60230	Postage	2,900	2,900	2,900
148,861	153,741	160,500	168,182	60240	Supplies	161,433	161,433	161,433
2	3	0	0	60246	Medical & Dental Supplies	0	0	0
1,298	11	0	0	60250	Food	0	0	0
96,450	115,667	133,988	133,988	60260	Travel & Training	151,925	151,925	151,925
49,766	56,374	73,980	73,980	60270	Local Travel/Mileage	78,802	78,802	78,802
341,142	319,501	326,396	326,396	60290	Software Licenses/Maint	431,981	431,981	431,981
0	5,071	0	0	60320	Refunds	0	0	0
0	56,695	0	0	60330	Claims Paid	0	0	0
77,417	71,823	96,390	96,390	60340	Dues & Subscriptions	96,716	96,716	96,716
191,373	135,084	176,920	176,920	60370	Intl Svc Telephone	153,629	153,629	153,629
4,287,877	1,758,049	1,816,168	1,816,168	60380	Intl Svc Data Processing	2,031,455	2,031,455	2,031,455
129,526	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
12,020	6,921	7,214	7,214	60410	Intl Svc Motor Pool	10,529	10,529	10,529
1,942	2,946	2,605	2,605	60420	Intl Svc Electronics	3,105	3,105	3,105
1,606,051	1,682,223	1,712,797	1,712,797	60430	Intl Svc Bldg Mgmt	1,567,058	1,567,058	1,567,058
2,606	4,203	0	0	60440	Intl Svc Other	0	0	0
397,716	359,839	373,270	375,965	60460	Intl Svc Dist/Postage	355,258	355,258	355,258
100	0	0	0	60570	Bad Debt Expense	0	0	0
0	-679	0	0	60680	Cash Discounts Taken	0	0	0
1,749	0	0	0	93007	Assess Int Svc Expenses	0	0	0
73	9	0	0	95110	Settle Inv Acct	0	0	0
63,917	82,013	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>7,621,180</b>	<b>5,071,452</b>	<b>5,852,997</b>	<b>5,863,374</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>5,466,950</b>	<b>5,466,950</b>	<b>5,466,950</b>
0	13,445	8,000	8,000	60550	Capital Equipment	8,000	8,000	8,000
<b>0</b>	<b>13,445</b>	<b>8,000</b>	<b>8,000</b>	<b>TOTAL Capital Outlay</b>		<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>27,843,106</b>	<b>26,501,641</b>	<b>28,835,652</b>	<b>28,838,347</b>	<b>TOTAL BUDGET</b>		<b>29,469,441</b>	<b>29,469,441</b>	<b>29,469,441</b>



## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
3.00	131,191	3.00	135,846	3.00	140,453	3.00	140,453	A&T ADMINISTRATIVE ASSISTANT	3.00	142,124	3.00	142,124	3.00	142,124
2.00	95,298	1.00	49,339	1.00	50,070	1.00	50,070	A&T COLLECTION SPECIALIST	1.00	49,712	1.00	49,712	1.00	49,712
4.00	159,452	4.00	170,943	4.00	167,472	4.00	167,472	A&T DATA VERIFICATION OPERATOR	4.00	175,262	4.00	175,262	3.00	131,124
1.00	40,434	1.00	41,227	1.00	43,066	1.00	43,066	A&T DATA VERIFICATION OPR/SR	1.00	43,592	1.00	43,592	1.00	43,592
31.00	1,159,885	29.00	1,188,900	28.00	1,186,476	28.00	1,186,476	A&T TECHNICIAN 1	26.00	1,119,819	26.00	1,119,819	25.00	1,077,140
19.50	872,152	16.50	759,508	17.50	825,808	17.50	825,808	A&T TECHNICIAN 2	17.50	824,324	17.50	824,324	18.50	867,003
1.00	48,572	0.00	0	0.00	0	0.00	0	A&T TECHNICIAN 3	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.94	120,424	1.94	120,424	ADMINISTRATIVE ANALYST	2.00	123,007	2.00	123,007	2.00	123,007
2.00	130,720	2.00	136,566	2.00	147,969	2.00	147,969	ADMINISTRATIVE ANALYST, SENIOR	1.00	78,897	1.00	78,897	1.00	78,897
0.00	0	1.00	47,086	1.00	49,258	1.00	49,258	ADMINISTRATIVE ASSISTANT	1.00	50,354	1.00	50,354	1.00	50,354
1.00	102,363	0.00	0	0.00	0	0.00	0	ASSESSMENT MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
3.00	204,362	4.00	249,378	4.00	251,180	4.00	251,180	BUDGET ANALYST, SENIOR	4.00	265,105	4.00	265,105	4.00	265,105
3.00	215,468	2.00	155,208	2.00	155,209	2.00	155,209	BUDGET ANALYST/PRINCIPAL	2.00	156,342	2.00	156,342	2.00	156,342
2.00	173,844	2.00	181,622	1.00	89,034	1.00	89,034	CHIEF APPRAISER	1.00	106,876	1.00	106,876	1.00	106,876
0.90	126,290	0.90	130,728	0.85	130,562	0.85	130,562	CHIEF FINANCIAL OFFICER	0.30	39,525	0.30	39,525	0.80	105,400
2.00	112,091	2.00	103,994	1.00	52,513	1.00	52,513	CONTRACT SPECIALIST	2.00	114,405	2.00	114,405	2.00	114,405
0.00	0	0.00	0	1.00	61,554	1.00	61,554	CONTRACT SPECIALIST/SR	1.00	65,082	1.00	65,082	1.00	65,082
0.00	0	0.00	0	1.00	116,744	1.00	116,744	COUNTY ASSESSOR	1.00	124,154	1.00	124,154	1.00	124,154
1.00	56,312	1.00	51,845	1.00	54,210	1.00	54,210	DATA ANALYST	2.00	117,418	2.00	117,418	2.00	117,418
6.00	391,653	6.00	405,569	6.00	424,056	6.00	424,056	DATA ANALYST/SR	7.00	504,459	7.00	504,459	7.00	504,459
1.00	129,022	0.00	0	0.00	0	0.00	0	DEPARTMENT DIRECTOR 1	0.00	0	0.00	0	0.00	0
0.00	0	1.00	146,900	1.00	185,737	1.00	185,737	DEPARTMENT DIRECTOR 2	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	DEPT DIRECTOR PRINCIPAL/COO	1.00	168,760	1.00	168,760	1.00	168,760
0.00	0	0.00	0	0.00	0	0.00	0	DEPUTY DIRECTOR	0.00	0	0.00	0	1.00	135,431
0.00	0	0.00	0	1.00	93,486	1.00	93,486	ECONOMIST	1.00	99,420	1.00	99,420	1.00	99,420
6.00	521,287	6.00	542,429	5.75	524,187	5.75	524,187	FINANCE MANAGER	5.00	488,629	5.00	488,629	5.00	488,629
0.00	0	0.00	0	1.00	116,744	1.00	116,744	FINANCE MANAGER, SR	2.00	216,227	2.00	216,227	1.00	92,800
7.60	347,925	6.50	298,700	8.00	370,171	8.00	370,171	FINANCE SPECIALIST 1	8.00	381,039	8.00	381,039	8.00	381,039
10.80	578,307	11.80	641,889	11.80	661,572	11.80	661,572	FINANCE SPECIALIST 2	11.80	651,584	11.80	651,584	10.80	597,640
7.00	412,289	5.00	285,191	5.00	293,955	5.00	293,955	FINANCE SPECIALIST/SR	5.00	299,828	5.00	299,828	6.00	353,772
2.00	129,480	3.00	206,179	3.00	206,179	3.00	206,179	FINANCE SUPERVISOR	3.00	219,267	3.00	219,267	3.00	219,267
2.00	82,547	2.50	102,924	2.00	88,005	2.00	88,005	FINANCE TECHNICIAN	2.00	88,276	2.00	88,276	2.00	88,276
1.00	43,953	1.00	45,516	1.00	47,570	1.00	47,570	GIS CARTOGRAPHER	1.00	48,641	1.00	48,641	1.00	48,641
4.00	212,889	4.00	226,908	4.00	232,020	4.00	232,020	GIS CARTOGRAPHER/SR	4.00	230,380	4.00	230,380	4.00	230,380
0.00	0	0.00	0	0.00	0	0.00	0	HUMAN RESOURCES ANALYST 1	1.00	55,155	1.00	55,155	1.00	55,155
2.00	143,523	1.00	76,203	2.00	159,863	2.00	159,863	HUMAN RESOURCES ANALYST, SENIO	2.50	199,418	2.50	199,418	2.50	199,418
1.00	133,138	1.00	139,095	1.00	139,095	1.00	139,095	HUMAN RESOURCES DIRECTOR	0.83	122,777	0.83	122,777	0.83	122,777
3.00	235,395	6.00	497,004	5.00	422,159	5.00	422,159	HUMAN RESOURCES MANAGER 1	6.00	530,750	6.00	530,750	5.00	431,855
5.85	563,854	4.75	479,119	4.75	479,118	4.75	479,118	HUMAN RESOURCES MANAGER 2	3.75	402,264	3.75	402,264	4.75	501,159
1.00	111,744	0.85	99,232	0.85	112,553	0.85	112,553	HUMAN RESOURCES MANAGER/SENI	0.85	95,865	0.85	95,865	0.85	95,865
1.00	48,299	0.50	25,011	0.00	0	0.00	0	HUMAN RESOURCES TECHNICIAN	0.00	0	0.00	0	0.00	0
3.00	136,252	3.00	142,349	3.00	142,349	3.00	142,349	HUMAN RESOURCES TECHNICIAN	2.00	93,116	2.00	93,116	2.00	93,116
0.00	0	1.00	58,819	0.00	0	0.00	0	INDUSTRIAL APPRAISER	1.00	68,786	1.00	68,786	1.00	68,786

## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	87,049	0.00	0	0.00	0	0.00	0	LEGAL ASSISTANT 2/NR	0.00	0	0.00	0	0.00	0
1.00	76,274	1.00	79,686	0.00	0	0.00	0	MANAGEMENT ASSISTANT	1.00	75,188	1.00	75,188	1.00	75,188
0.00	0	0.00	0	1.00	100,867	1.00	100,867	MANAGER, SR	1.00	105,819	1.00	105,819	1.00	105,819
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASSIST 2/NR	1.00	38,458	1.00	38,458	1.00	38,458
1.00	31,411	3.00	101,598	2.00	66,594	2.00	66,594	OFFICE ASSISTANT 2	1.00	33,311	1.00	33,311	2.00	77,449
3.00	109,002	2.00	81,531	1.00	39,456	1.00	39,456	OFFICE ASSISTANT/SR	1.00	40,369	1.00	40,369	1.00	40,369
5.00	263,295	5.00	282,803	4.00	213,664	4.00	213,664	OPERATIONS SUPERVISOR	4.00	227,227	4.00	227,227	4.00	227,227
1.00	59,267	1.00	61,919	1.00	48,504	1.00	48,504	PAYROLL SPECIALIST	1.00	51,583	1.00	51,583	1.00	51,583
4.00	194,820	4.00	201,766	4.00	210,838	4.00	210,838	PROCUREMENT ANALYST	4.00	215,753	4.00	215,753	4.00	215,753
6.00	352,980	5.00	296,088	5.00	308,428	5.00	308,428	PROCUREMENT ANALYST/SR	5.00	316,017	5.00	316,017	5.00	316,017
1.00	40,811	1.00	42,252	1.00	44,176	1.00	44,176	PROCUREMENT ASSOCIATE	1.00	45,198	1.00	45,198	1.00	45,198
1.00	56,379	1.00	58,394	1.00	50,070	1.00	50,070	PROGRAM COORDINATOR	0.00	0	0.00	0	0.00	0
3.00	230,985	5.00	399,838	4.00	313,753	4.00	313,753	PROGRAM MANAGER 1	4.00	344,751	4.00	344,751	4.00	344,751
4.00	371,326	3.75	346,019	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
2.50	279,361	2.00	233,488	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
1.00	54,766	1.00	56,716	1.00	59,284	1.00	59,284	PROGRAM SPECIALIST	1.00	61,131	1.00	61,131	1.00	61,131
7.00	507,105	6.00	424,737	4.00	266,725	4.00	266,725	PROGRAM SUPERVISOR	2.00	140,770	2.00	140,770	2.00	140,770
1.00	65,332	1.00	72,470	0.50	37,872	0.50	37,872	PROJECT MANAGER - REPRESENTED	0.00	0	0.00	0	0.00	0
9.00	393,702	9.00	412,474	9.00	457,136	9.00	457,136	PROPERTY APPRAISER 1	6.00	297,877	6.00	297,877	4.00	201,449
26.00	1,441,608	29.00	1,624,959	30.00	1,700,784	30.00	1,700,784	PROPERTY APPRAISER 2	34.00	1,944,388	34.00	1,944,388	36.00	2,040,816
0.00	-21,595	0.00	0	0.00	0	0.00	0	SALARY SAVINGS	0.00	0	0.00	0	0.00	0
0.00	-970,059	0.00	-1,161,177	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
2.00	107,484	3.00	173,232	3.00	183,221	3.00	183,221	TAX EXEMPTION SPECIALIST	4.00	244,887	4.00	244,887	4.00	244,887
<b>220.15</b>	<b>11,581,294</b>	<b>217.05</b>	<b>11,610,020</b>	<b>208.94</b>	<b>12,442,193</b>	<b>208.94</b>	<b>12,442,193</b>	<b>TOTAL BUDGET</b>	<b>209.53</b>	<b>12,743,366</b>	<b>209.53</b>	<b>12,743,366</b>	<b>210.03</b>	<b>12,821,245</b>

## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 1504: Recreation Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
80,513	62,634	102,500	102,500	60160 Pass-Thru & Pgm Supt	100,000	100,000	100,000
940	671	0	0	60170 Professional Services	0	0	0
<b>81,453</b>	<b>63,305</b>	<b>102,500</b>	<b>102,500</b>	<b>TOTAL Contractual Services</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
2,190	1,076	2,500	2,500	60350 Central Indirect	2,080	2,080	2,080
<b>2,190</b>	<b>1,076</b>	<b>2,500</b>	<b>2,500</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>2,080</b>	<b>2,080</b>	<b>2,080</b>
<b>83,643</b>	<b>64,381</b>	<b>105,000</b>	<b>105,000</b>	<b>TOTAL BUDGET</b>	<b>102,080</b>	<b>102,080</b>	<b>102,080</b>

## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
21,119	0	0	0	60110 Overtime	0	0	0
6,196	0	0	0	60130 Salary-Related Exp	0	0	0
5,280	0	0	0	60140 Insurance Benefits	0	0	0
14,785	0	0	0	90001 ATYP Posting (CATS)	0	0	0
1,120	0	0	0	90002 ATYP On Call (CATS)	0	0	0
-2,831	0	0	0	93002 Assess Labor	0	0	0
<b>45,669</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
10,387	54,174	0	0	60170 Professional Services	0	0	0
<b>10,387</b>	<b>54,174</b>	<b>0</b>	<b>0</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
153	0	0	0	60180 Printing	0	0	0
566	0	0	0	60240 Supplies	0	0	0
887	0	0	0	60350 Central Indirect	0	0	0
<b>1,606</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>57,662</b>	<b>54,174</b>	<b>0</b>	<b>0</b>	<b>TOTAL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>

## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 1507: Tax Title Land Sales Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
76,691	0	0	0	60000 Permanent	0	0	0
22,322	0	0	0	60130 Salary-Related Exp	0	0	0
22,362	0	0	0	60140 Insurance Benefits	0	0	0
<b>121,374</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
392,925	0	0	0	60160 Pass-Thru & Pgm Supt	0	0	0
40,969	0	0	0	60170 Professional Services	0	0	0
<b>433,894</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
1,391	0	0	0	60180 Printing	0	0	0
2,724	0	0	0	60190 Utilities	0	0	0
1,856	0	0	0	60220 Repairs and Maintenance	0	0	0
735	0	0	0	60240 Supplies	0	0	0
1,087	0	0	0	60260 Travel & Training	0	0	0
4	0	0	0	60270 Local Travel/Mileage	0	0	0
16,415	0	0	0	60350 Central Indirect	0	0	0
12,684	0	0	0	60355 Dept Indirect	0	0	0
1,606	0	0	0	60370 Intl Svc Telephone	0	0	0
7,096	0	0	0	60380 Intl Svc Data Processing	0	0	0
530	0	0	0	60390 Intl Svc PC Flat Fee	0	0	0
880	0	0	0	60410 Intl Svc Motor Pool	0	0	0
15,328	0	0	0	60430 Intl Svc Bldg Mgmt	0	0	0
831	0	0	0	60460 Intl Svc Dist/Postage	0	0	0
<b>63,167</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>618,436</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.50	22,734	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE ASSISTANT	0.00	0	0.00	0	0.00	0
1.00	75,624	0.00	0	0.00	0	0.00	0	PROGRAM SUPERVISOR	0.00	0	0.00	0	0.00	0
0.00	-21,667	0.00	0	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
1.50	76,691	0.00	0	0.00	0	0.00	0	TOTAL BUDGET	0.00	0	0.00	0	0.00	0

## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 2504: Financed Projects Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	102,103	102,103	60000 Permanent	0	0	0
0	0	0	0	60100 Temporary	194,797	194,797	194,797
0	0	29,712	29,712	60130 Salary-Related Exp	0	0	0
0	0	0	0	60135 Non-Base Fringe	59,803	59,803	59,803
0	0	22,221	22,221	60140 Insurance Benefits	0	0	0
0	0	0	0	60145 Non-Base Insurance	44,862	44,862	44,862
<b>0</b>	<b>0</b>	<b>154,036</b>	<b>154,036</b>	<b>TOTAL Personal Services</b>	<b>299,462</b>	<b>299,462</b>	<b>299,462</b>
647,175	558,095	2,031,981	2,031,981	60170 Professional Services	1,780,016	1,780,016	1,780,016
<b>647,175</b>	<b>558,095</b>	<b>2,031,981</b>	<b>2,031,981</b>	<b>TOTAL Contractual Services</b>	<b>1,780,016</b>	<b>1,780,016</b>	<b>1,780,016</b>
16,914	0	12,000	12,000	60220 Repairs and Maintenance	12,000	12,000	12,000
0	53	0	0	60230 Postage	0	0	0
26	90	128,588	128,588	60240 Supplies	128,538	128,538	128,538
33,141	26,390	158,426	158,426	60260 Travel & Training	130,851	130,851	130,851
496,746	475,774	1,216,007	1,216,007	60290 Software Licenses/Maint	1,180,416	1,180,416	1,180,416
0	54,464	0	0	60380 Intl Svc Data Processing	0	0	0
<b>546,827</b>	<b>556,771</b>	<b>1,515,021</b>	<b>1,515,021</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>1,451,805</b>	<b>1,451,805</b>	<b>1,451,805</b>
302,889	0	0	0	60550 Capital Equipment	0	0	0
<b>302,889</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>1,496,890</b>	<b>1,114,866</b>	<b>3,701,038</b>	<b>3,701,038</b>	<b>TOTAL BUDGET</b>	<b>3,531,283</b>	<b>3,531,283</b>	<b>3,531,283</b>

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	97,730	1.00	102,103	1.00	102,103	1.00	102,103	IT PROJECT MANAGER 2	0.00	0	0.00	0	0.00	0
0.00	-97,730	0.00	-102,103	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
1.00	0	1.00	0	1.00	102,103	1.00	102,103	TOTAL BUDGET	0.00	0	0.00	0	0.00	0



## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 3500: Risk Management Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,150,185	1,285,613	1,207,614	1,242,126	60000	Permanent	1,428,253	1,428,253	1,428,253
48,019	13,325	53,245	53,245	60100	Temporary	54,750	54,750	54,750
669	102	0	0	60110	Overtime	0	0	0
329,919	378,557	431,351	441,394	60130	Salary-Related Exp	429,640	429,640	429,640
4,001	3,163	16,346	16,346	60135	Non-Base Fringe	4,473	4,473	4,473
272,819	333,906	336,926	346,632	60140	Insurance Benefits	401,186	401,186	401,186
2,022	632	18,068	18,068	60145	Non-Base Insurance	2,655	2,655	2,655
604,814	516,722	0	0	90001	ATYP Posting (CATS)	0	0	0
0	-5,926	0	0	90002	ATYP On Call (CATS)	0	0	0
3,949	27	0	0	95102	Settle Labor	0	0	0
<b>2,416,396</b>	<b>2,526,120</b>	<b>2,063,550</b>	<b>2,117,811</b>	<b>TOTAL Personal Services</b>		<b>2,320,957</b>	<b>2,320,957</b>	<b>2,320,957</b>
108,009	83,410	0	0	60150	Cnty Match & Sharing	0	0	0
1,475,270	1,418,242	1,594,254	1,594,254	60170	Professional Services	1,709,200	1,709,200	1,709,200
<b>1,583,278</b>	<b>1,501,652</b>	<b>1,594,254</b>	<b>1,594,254</b>	<b>TOTAL Contractual Services</b>		<b>1,709,200</b>	<b>1,709,200</b>	<b>1,709,200</b>
17,793	17,831	25,600	25,600	60180	Printing	27,745	27,745	27,745
0	0	4,783	4,783	60200	Communications	5,943	5,943	5,943
0	250	0	0	60210	Rentals	0	0	0
0	789	7,607	7,607	60220	Repairs and Maintenance	9,000	9,000	9,000
396	876	1,050	1,050	60230	Postage	1,050	1,050	1,050
40,313	35,307	59,073	59,073	60240	Supplies	61,873	61,873	61,873
15	31	0	0	60246	Medical & Dental Supplies	0	0	0
16,997	14,512	34,030	34,030	60260	Travel & Training	40,830	40,830	40,830
1,187,525	1,261,151	1,272,621	1,272,621	60270	Local Travel/Mileage	1,367,738	1,367,738	1,367,738
38,366,300	41,620,710	49,410,381	49,410,381	60280	Insurance	52,069,201	52,069,201	52,069,201
308	2,125	4,000	4,000	60290	Software Licenses/Maint	15,676	15,676	15,676
4,141,246	4,227,097	4,750,000	4,750,000	60310	Drugs	4,250,000	4,250,000	4,250,000
5,008	2,648	4,000	4,000	60320	Refunds	3,500	3,500	3,500
23,559,693	24,873,932	30,792,798	31,135,429	60330	Claims Paid	32,025,921	32,025,921	32,321,736
3,688	6,000	6,280	6,280	60340	Dues & Subscriptions	11,280	11,280	11,280
21,426	15,183	14,269	14,269	60370	Intl Svc Telephone	15,488	15,488	15,488
53,115	74,732	102,315	102,315	60380	Intl Svc Data Processing	116,934	116,934	116,934
8,126	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
6,338	6,133	6,356	6,356	60410	Intl Svc Motor Pool	1,695	1,695	1,695
213	0	0	0	60420	Intl Svc Electronics	0	0	0
230,592	221,919	233,876	233,876	60430	Intl Svc Bldg Mgmt	253,486	253,486	253,486
318	770	0	0	60440	Intl Svc Other	0	0	0
27,412	28,273	29,724	29,724	60460	Intl Svc Dist/Postage	29,423	29,423	29,423
50	0	0	0	60660	Goods Issue	0	0	0
-60,343	-63,521	0	0	60680	Cash Discounts Taken	0	0	0
23,849	21,982	0	0	95101	Settle Matrl & Svcs	0	0	0
1	12	0	0	95110	Settle Inv Acct	0	0	0
234	0	0	0	95112	Settle Equip Use	0	0	0
11,402	9,319	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>67,662,015</b>	<b>72,378,061</b>	<b>86,758,763</b>	<b>87,101,394</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>90,306,783</b>	<b>90,306,783</b>	<b>90,602,598</b>
<b>71,661,690</b>	<b>76,405,834</b>	<b>90,416,567</b>	<b>90,813,459</b>	<b>TOTAL BUDGET</b>		<b>94,336,940</b>	<b>94,336,940</b>	<b>94,632,755</b>

## DEPARTMENT OF COUNTY MANAGEMENT

## FUND 3500: Risk Management Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.10	21,062	0.10	14,526	0.15	23,040	0.15	23,040	CHIEF FINANCIAL OFFICER	0.70	92,225	0.70	92,225	0.20	26,350
1.00	91,947	1.00	96,061	0.25	25,622	0.25	25,622	FINANCE MANAGER	0.00	0	0.00	0	0.00	0
2.00	118,405	1.00	61,240	1.00	61,240	1.00	61,240	HUMAN RESOURCES ANALYST 1	1.00	64,068	1.00	64,068	1.00	64,068
4.00	241,427	5.00	314,694	4.00	257,961	4.00	257,961	HUMAN RESOURCES ANALYST 2	4.00	259,433	4.00	259,433	4.00	259,433
2.00	99,830	1.00	67,094	1.00	69,280	1.00	69,280	HUMAN RESOURCES ANALYST 2	1.00	68,786	1.00	68,786	1.00	68,786
4.00	300,511	5.00	375,594	6.00	445,704	6.00	445,704	HUMAN RESOURCES ANALYST, SENIO	7.00	545,979	7.00	545,979	7.00	545,979
0.00	0	0.00	0	0.00	0	0.00	0	HUMAN RESOURCES DIRECTOR	0.17	25,147	0.17	25,147	0.17	25,147
1.00	81,794	1.00	85,453	1.00	85,453	1.00	85,453	HUMAN RESOURCES MANAGER 1	2.00	181,308	2.00	181,308	2.00	181,308
1.15	110,862	1.25	126,085	1.25	126,084	1.25	126,084	HUMAN RESOURCES MANAGER 2	1.25	118,117	1.25	118,117	1.25	118,117
0.00	0	0.15	17,512	0.15	19,862	0.15	19,862	HUMAN RESOURCES MANAGER/SENI	0.15	16,917	0.15	16,917	0.15	16,917
0.00	0	0.00	0	1.00	38,224	1.00	38,224	HUMAN RESOURCES TECHNICIAN	1.00	40,650	1.00	40,650	1.00	40,650
1.50	61,408	1.50	62,133	1.50	55,144	1.50	55,144	OFFICE ASSISTANT/SR	2.00	81,498	2.00	81,498	2.00	81,498
0.00	0	0.25	25,217	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
0.00	-24,818	0.00	0	0.00	0	0.00	0	SALARY SAVINGS	0.00	0	0.00	0	0.00	0
0.00	47,757	0.00	40,004	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>16.75</b>	<b>1,150,185</b>	<b>17.25</b>	<b>1,285,613</b>	<b>17.30</b>	<b>1,207,614</b>	<b>17.30</b>	<b>1,207,614</b>	<b>TOTAL BUDGET</b>	<b>20.27</b>	<b>1,494,128</b>	<b>20.27</b>	<b>1,494,128</b>	<b>19.77</b>	<b>1,428,253</b>

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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# **Departmental Budget Detail by Fund**

fy2013 adopted budget

## **District Attorney's Office Expenditure and Position Detail by Fund**

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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## DISTRICT ATTORNEY

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
9,317,395	9,883,307	10,027,215	10,046,157	60000 Permanent	10,494,990	10,494,990	10,494,990
431,022	535,273	73,000	73,000	60100 Temporary	91,000	91,000	91,000
7,562	26,557	10,000	10,000	60110 Overtime	7,500	7,500	7,500
5,994	12,159	0	0	60120 Premium	0	0	0
2,722,222	2,986,983	3,002,527	3,008,342	60130 Salary-Related Exp	3,150,090	3,150,090	3,150,090
45,760	57,244	0	0	60135 Non-Base Fringe	0	0	0
2,376,595	2,693,929	2,740,093	2,748,379	60140 Insurance Benefits	2,866,482	2,866,482	2,866,482
51,436	52,497	0	0	60145 Non-Base Insurance	0	0	0
0	1,075	0	0	90001 ATYP Posting (CATS)	0	0	0
437	0	0	0	90002 ATYP On Call (CATS)	0	0	0
156,235	219,479	0	0	93002 Assess Labor	0	0	0
94	77	0	0	95102 Settle Labor	0	0	0
<b>15,114,752</b>	<b>16,468,580</b>	<b>15,852,835</b>	<b>15,885,878</b>	<b>TOTAL Personal Services</b>	<b>16,610,062</b>	<b>16,610,062</b>	<b>16,610,062</b>
270,240	290,810	285,304	285,304	60170 Professional Services	298,022	298,022	298,022
<b>270,240</b>	<b>290,810</b>	<b>285,304</b>	<b>285,304</b>	<b>TOTAL Contractual Services</b>	<b>298,022</b>	<b>298,022</b>	<b>298,022</b>
53,357	52,812	35,255	35,255	60180 Printing	35,866	35,866	35,866
42,133	43,070	42,095	42,095	60200 Communications	50,554	50,554	50,554
9,862	9,855	7,898	7,898	60210 Rentals	8,095	8,095	8,095
14,924	8,020	5,047	5,047	60220 Repairs and Maintenance	5,117	5,117	5,117
236	630	815	815	60230 Postage	813	813	813
83,235	90,780	120,087	120,087	60240 Supplies	168,089	168,089	168,089
0	12	0	0	60246 Medical & Dental Supplies	0	0	0
11,715	12,590	16,274	16,274	60260 Travel & Training	16,323	16,323	16,323
13,692	25,366	13,341	13,341	60270 Local Travel/Mileage	13,546	13,546	13,546
174,716	195,209	204,726	204,726	60290 Software Licenses/Maint	209,844	209,844	209,844
35	0	0	0	60320 Refunds	0	0	0
0	100	0	0	60330 Claims Paid	0	0	0
85,122	64,123	73,613	73,613	60340 Dues & Subscriptions	65,000	65,000	65,000
158,888	124,101	152,730	152,730	60370 Intl Svc Telephone	142,607	142,607	142,607
299,365	421,122	387,900	387,900	60380 Intl Svc Data Processing	558,802	558,802	558,802
53,200	37,800	31,500	31,500	60390 Intl Svc PC Flat Fee	0	0	0
95,329	105,747	102,482	102,482	60410 Intl Svc Motor Pool	91,610	91,610	91,610
775	1,008	1,172	1,172	60420 Intl Svc Electronics	972	972	972
714,572	758,116	601,008	601,008	60430 Intl Svc Bldg Mgmt	745,153	745,153	745,153
4,718	2,090	0	0	60440 Intl Svc Other	0	0	0
265,625	244,599	269,010	269,010	60460 Intl Svc Dist/Postage	245,506	245,506	245,506
1,578	0	0	0	60660 Goods Issue	0	0	0
-318	-139	0	0	60680 Cash Discounts Taken	0	0	0
8	5	0	0	95110 Settle Inv Acct	0	0	0
19,612	24,399	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>2,102,377</b>	<b>2,221,413</b>	<b>2,064,953</b>	<b>2,064,953</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>2,357,897</b>	<b>2,357,897</b>	<b>2,357,897</b>
<b>17,487,369</b>	<b>18,980,804</b>	<b>18,203,092</b>	<b>18,236,135</b>	<b>TOTAL BUDGET</b>	<b>19,265,981</b>	<b>19,265,981</b>	<b>19,265,981</b>

## DISTRICT ATTORNEY

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	2.00	194,222	2.00	194,222	D A ADMINISTRATIVE MANAGER	2.00	206,550	2.00	206,550	2.00	206,550
3.63	206,186	3.63	213,763	3.64	221,312	3.64	221,312	D A INVESTIGATOR	3.64	216,535	3.64	216,535	3.64	216,535
1.00	75,624	1.00	79,008	1.00	79,008	1.00	79,008	D A INVESTIGATOR/CHIEF	1.00	69,235	1.00	69,235	1.00	69,235
1.00	50,003	1.00	51,789	1.00	54,162	1.00	54,162	DATA ANALYST	1.00	55,395	1.00	55,395	1.00	55,395
1.00	98,114	1.00	110,418	1.00	141,586	1.00	141,586	DEPUTY DIST ATTY/FIRST ASST	1.00	120,000	1.00	120,000	1.00	120,000
13.00	852,386	11.00	712,110	11.00	730,290	11.00	730,290	DEPUTY DISTRICT ATTORNEY 1	10.00	722,086	10.00	722,086	10.00	722,086
12.92	982,234	15.35	1,141,192	14.87	1,185,245	14.87	1,185,245	DEPUTY DISTRICT ATTORNEY 2	13.47	1,180,729	13.47	1,180,729	13.47	1,180,729
19.57	2,005,035	16.75	1,755,631	21.76	2,289,110	21.76	2,289,110	DEPUTY DISTRICT ATTORNEY 3	21.42	2,483,713	21.42	2,483,713	21.42	2,483,713
11.90	1,586,587	11.90	1,591,708	9.90	1,337,959	9.90	1,337,959	DEPUTY DISTRICT ATTORNEY 4	9.90	1,464,091	9.90	1,464,091	9.90	1,464,091
2.00	279,266	2.00	299,150	2.00	311,236	2.00	311,236	DEPUTY DISTRICT ATTORNEY/CHIEF	2.00	311,236	2.00	311,236	2.00	311,236
1.00	59,481	1.00	61,588	0.00	0	0.00	0	DESKTOP SUPPORT SPECIALIST/SENI	0.00	0	0.00	0	0.00	0
1.00	68,886	1.00	70,996	1.00	73,518	1.00	73,518	DEVELOPMENT ANALYST	1.00	73,008	1.00	73,008	1.00	73,008
1.00	75,221	1.00	77,894	1.00	81,437	1.00	81,437	DEVELOPMENT ANALYST/SR	1.00	83,325	1.00	83,325	1.00	83,325
0.00	0	1.00	37,772	0.00	0	0.00	0	DISEASE INTERVENTION SPECIALIST	0.00	0	0.00	0	0.00	0
1.00	50,348	1.00	50,348	1.00	50,348	1.00	50,348	DISTRICT ATTORNEY	1.00	50,348	1.00	50,348	1.00	50,348
0.00	0	0.00	0	0.00	0	0.00	0	FACILITIES MAINTENANCE SUPR	1.00	59,603	1.00	59,603	1.00	59,603
1.00	41,969	1.00	43,474	1.00	45,468	1.00	45,468	FINANCE SPECIALIST 1	1.00	46,493	1.00	46,493	1.00	46,493
1.00	55,165	1.00	60,271	1.00	62,985	1.00	62,985	FINANCE SPECIALIST/SR	1.00	64,387	1.00	64,387	1.00	64,387
0.00	0	0.00	0	1.00	39,710	1.00	39,710	FINANCE TECHNICIAN	1.00	40,626	1.00	40,626	1.00	40,626
1.00	53,646	1.00	56,045	1.00	56,046	1.00	56,046	HUMAN RESOURCES ANALYST 1	0.00	0	0.00	0	0.00	0
0.00	0	1.00	53,514	0.50	18,923	0.50	18,923	HUMAN RESOURCES TECHNICIAN	0.50	18,923	0.50	18,923	0.50	18,923
1.00	41,556	0.00	0	0.00	0	0.00	0	HUMAN RESOURCES TECHNICIAN	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	64,358	1.00	64,358	INFORMATION SPECIALIST 2	1.00	64,771	1.00	64,771	1.00	64,771
0.00	0	0.00	0	1.00	73,518	1.00	73,518	INFORMATION SPECIALIST 3	1.00	73,008	1.00	73,008	1.00	73,008
1.00	88,722	1.00	92,690	1.00	92,690	1.00	92,690	IT MANAGER 1	1.00	98,574	1.00	98,574	1.00	98,574
12.00	473,884	12.88	523,784	11.00	468,929	11.00	468,929	LEGAL ASSISTANT 1	13.00	546,260	13.00	546,260	13.00	546,260
6.00	272,215	6.00	278,121	6.00	281,184	6.00	281,184	LEGAL ASSISTANT 2	6.00	288,123	6.00	288,123	6.00	288,123
7.00	362,465	7.00	375,421	6.00	333,729	6.00	333,729	LEGAL ASSISTANT/SR	6.00	334,600	6.00	334,600	6.00	334,600
3.00	62,127	3.00	65,583	3.00	65,583	3.00	65,583	LEGAL INTERN	3.00	65,583	3.00	65,583	3.00	65,583
2.00	102,680	2.00	109,990	2.00	115,555	2.00	115,555	LEGISLATIVE/ADMIN SECRETARY	2.00	120,343	2.00	120,343	2.00	120,343
1.00	67,903	1.00	70,324	0.00	0	0.00	0	NETWORK ADMINISTRATOR	0.00	0	0.00	0	0.00	0
26.00	847,732	25.50	854,585	26.86	934,416	26.86	934,416	OFFICE ASSISTANT 2	25.74	893,140	25.74	893,140	25.74	893,140
4.50	177,743	4.50	182,917	4.50	187,723	4.50	187,723	OFFICE ASSISTANT/SR	3.50	145,932	3.50	145,932	3.50	145,932
1.00	55,385	1.00	57,862	1.00	57,862	1.00	57,862	OPERATIONS ADMINISTRATOR	1.00	61,535	1.00	61,535	1.00	61,535
4.00	218,035	4.00	227,787	3.00	173,586	3.00	173,586	OPERATIONS SUPERVISOR	4.00	227,747	4.00	227,747	4.00	227,747
1.00	50,003	1.00	52,067	1.00	54,435	1.00	54,435	PROCUREMENT ANALYST	1.00	55,675	1.00	55,675	1.00	55,675
1.00	56,881	1.00	58,916	0.00	0	0.00	0	PROGRAM COORDINATOR	0.00	0	0.00	0	0.00	0
2.00	187,727	2.00	196,126	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
0.00	-550,641	0.00	-54,006	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
1.00	70,016	1.00	75,000	0.00	0	0.00	0	STAFF ASSISTANT	0.00	0	0.00	0	0.00	0
1.46	61,825	2.41	107,040	2.00	84,800	2.00	84,800	SUPPORT ENFORCEMENT AGENT	4.40	195,627	4.40	195,627	4.40	195,627
2.90	130,986	3.02	142,429	1.47	66,282	1.47	66,282	VICTIM ADVOCATE	1.24	57,789	1.24	57,789	1.24	57,789
150.88	9,317,395	150.94	9,883,307	146.50	10,027,215	146.50	10,027,215	TOTAL BUDGET	146.81	10,494,990	146.81	10,494,990	146.81	10,494,990

## DISTRICT ATTORNEY

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
3,222,574	3,332,429	3,107,231	3,148,673	60000	Permanent	2,887,760	2,887,760	3,052,626
68,281	28,224	86,500	152,085	60100	Temporary	209,956	209,956	209,956
545	1,118	0	0	60110	Overtime	0	0	0
12,377	8,452	0	0	60120	Premium	0	0	0
944,081	1,011,050	938,976	951,407	60130	Salary-Related Exp	873,171	873,171	921,147
5,686	2,364	0	0	60135	Non-Base Fringe	0	0	0
855,879	954,683	912,254	918,455	60140	Insurance Benefits	855,225	855,225	896,718
2,562	1,190	0	0	60145	Non-Base Insurance	0	0	0
3,325	1,360	0	0	90001	ATYP Posting (CATS)	0	0	0
-157,132	-225,237	0	0	93002	Assess Labor	0	0	0
9	0	0	0	95102	Settle Labor	0	0	0
<b>4,958,187</b>	<b>5,115,634</b>	<b>5,044,961</b>	<b>5,170,620</b>	<b>TOTAL Personal Services</b>		<b>4,826,112</b>	<b>4,826,112</b>	<b>5,080,447</b>
631,236	668,517	539,104	539,104	60160	Pass-Thru & Pgm Supt	554,180	554,180	554,180
23,378	25,516	37,500	37,500	60170	Professional Services	30,000	30,000	30,000
<b>654,614</b>	<b>694,033</b>	<b>576,604</b>	<b>576,604</b>	<b>TOTAL Contractual Services</b>		<b>584,180</b>	<b>584,180</b>	<b>584,180</b>
15,909	16,012	13,500	13,500	60180	Printing	13,500	13,500	13,500
1,993	1,954	1,500	1,500	60200	Communications	3,156	3,156	3,156
420	65	1,000	1,000	60220	Repairs and Maintenance	1,000	1,000	1,000
0	0	515	515	60230	Postage	515	515	515
16,859	12,724	76,972	85,318	60240	Supplies	18,839	18,839	18,839
16,561	31,751	36,913	42,091	60260	Travel & Training	19,580	19,580	19,580
1,234	1,798	1,017	1,017	60270	Local Travel/Mileage	1,417	1,417	1,417
0	2,769	0	0	60290	Software Licenses/Maint	0	0	0
9,433	0	0	0	60320	Refunds	0	0	0
3,158	2,876	597	597	60340	Dues & Subscriptions	712	712	712
73,551	52,000	82,585	84,988	60350	Central Indirect	61,758	61,758	61,758
99,078	121,187	137,967	141,982	60355	Dept Indirect	155,946	155,946	155,946
26,767	21,465	27,010	27,838	60370	Intl Svc Telephone	27,052	27,052	27,052
36,826	53,551	49,581	49,581	60380	Intl Svc Data Processing	70,108	70,108	70,108
9,600	0	4,500	4,500	60390	Intl Svc PC Flat Fee	0	0	0
9,085	6,876	8,769	8,902	60410	Intl Svc Motor Pool	7,833	7,833	7,833
47,622	49,310	164,642	164,642	60430	Intl Svc Bldg Mgmt	186,098	186,098	186,098
16,743	0	0	0	60440	Intl Svc Other	0	0	0
46,955	43,456	49,016	49,016	60460	Intl Svc Dist/Postage	44,027	44,027	44,027
-354	-1,169	0	0	60680	Cash Discounts Taken	0	0	0
1	0	0	0	95110	Settle Inv Acct	0	0	0
1,991	1,205	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>433,432</b>	<b>417,829</b>	<b>656,084</b>	<b>676,987</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>611,541</b>	<b>611,541</b>	<b>611,541</b>
0	21,748	0	0	60550	Capital Equipment	0	0	0
<b>0</b>	<b>21,748</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>6,046,233</b>	<b>6,249,244</b>	<b>6,277,649</b>	<b>6,424,211</b>	<b>TOTAL BUDGET</b>		<b>6,021,833</b>	<b>6,021,833</b>	<b>6,276,168</b>



## DISTRICT ATTORNEY

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
3.37	191,317	3.37	197,855	3.36	202,017	3.36	202,017	D A INVESTIGATOR	3.36	203,110	3.36	203,110	3.36	203,110
0.00	0	0.00	0	0.00	0	0.00	0	DEPUTY DISTRICT ATTORNEY 1	1.50	90,820	1.50	90,820	1.50	90,820
5.08	391,365	5.65	423,914	6.13	494,962	6.13	494,962	DEPUTY DISTRICT ATTORNEY 2	4.03	356,498	4.03	356,498	6.03	521,364
4.93	574,218	10.25	1,065,096	6.74	778,297	6.74	778,297	DEPUTY DISTRICT ATTORNEY 3	6.58	806,190	6.58	806,190	6.58	806,190
2.10	283,068	2.10	280,890	1.10	150,073	1.10	150,073	DEPUTY DISTRICT ATTORNEY 4	1.10	162,677	1.10	162,677	1.10	162,677
0.50	18,060	0.00	0	0.00	0	0.00	0	FINANCE TECHNICIAN	0.00	0	0.00	0	0.00	0
2.00	84,576	1.62	67,383	2.50	104,243	2.50	104,243	LEGAL ASSISTANT 1	1.50	57,763	1.50	57,763	1.50	57,763
2.00	82,726	2.00	87,418	2.00	85,229	2.00	85,229	LEGAL ASSISTANT 2	1.70	73,985	1.70	73,985	1.70	73,985
1.00	51,312	1.00	53,148	0.00	0	0.00	0	LEGAL ASSISTANT/SR	0.00	0	0.00	0	0.00	0
1.00	66,808	1.00	69,199	0.00	0	0.00	0	NETWORK ADMINISTRATOR	0.00	0	0.00	0	0.00	0
6.00	213,518	6.00	221,120	4.64	171,298	4.64	171,298	OFFICE ASSISTANT 2	4.76	166,635	4.76	166,635	4.76	166,635
1.50	63,432	1.50	65,709	2.50	107,559	2.50	107,559	OFFICE ASSISTANT/SR	2.50	104,253	2.50	104,253	2.50	104,253
1.00	57,527	1.00	60,101	1.00	60,101	1.00	60,101	OPERATIONS ADMINISTRATOR	1.00	63,916	1.00	63,916	1.00	63,916
0.00	0	0.00	0	1.00	54,202	1.00	54,202	OPERATIONS SUPERVISOR	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	61,554	1.00	61,554	PROGRAM COORDINATOR	1.00	61,131	1.00	61,131	1.00	61,131
0.00	502,419	0.00	81,538	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
10.54	466,305	9.59	437,073	10.00	459,628	10.00	459,628	SUPPORT ENFORCEMENT AGENT	7.60	347,966	7.60	347,966	7.60	347,966
0.00	0	0.00	0	1.00	74,517	1.00	74,517	SYSTEMS ADMINISTRATOR	1.00	76,200	1.00	76,200	1.00	76,200
3.60	175,923	4.48	221,985	6.03	303,551	6.03	303,551	VICTIM ADVOCATE	6.26	316,616	6.26	316,616	6.26	316,616
<b>44.62</b>	<b>3,222,574</b>	<b>49.56</b>	<b>3,332,429</b>	<b>49.00</b>	<b>3,107,231</b>	<b>49.00</b>	<b>3,107,231</b>	<b>TOTAL BUDGET</b>	<b>43.89</b>	<b>2,887,760</b>	<b>43.89</b>	<b>2,887,760</b>	<b>45.89</b>	<b>3,052,626</b>

## DISTRICT ATTORNEY

## FUND 1516: Justice Services Special Ops Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	16,923	16,923	60000 Permanent	17,211	17,211	17,211
0	0	4,925	4,925	60130 Salary-Related Exp	5,284	5,284	5,284
0	0	8,125	8,125	60140 Insurance Benefits	8,452	8,452	8,452
0	5,648	0	0	93002 Assess Labor	0	0	0
<b>0</b>	<b>5,648</b>	<b>29,973</b>	<b>29,973</b>	<b>TOTAL Personal Services</b>	<b>30,947</b>	<b>30,947</b>	<b>30,947</b>
0	10,237	0	0	60170 Professional Services	0	0	0
<b>0</b>	<b>10,237</b>	<b>0</b>	<b>0</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	2,617	20,000	20,000	60180 Printing	20,000	20,000	20,000
0	180	131,000	131,000	60240 Supplies	126,000	126,000	126,000
0	9,750	5,000	5,000	60290 Software Licenses/Maint	5,000	5,000	5,000
0	141	0	0	60350 Central Indirect	644	644	644
0	334	0	0	60355 Dept Indirect	1,600	1,600	1,600
<b>0</b>	<b>13,022</b>	<b>156,000</b>	<b>156,000</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>153,244</b>	<b>153,244</b>	<b>153,244</b>
0	21,101	0	0	60550 Capital Equipment	0	0	0
<b>0</b>	<b>21,101</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0</b>	<b>50,008</b>	<b>185,973</b>	<b>185,973</b>	<b>TOTAL BUDGET</b>	<b>184,191</b>	<b>184,191</b>	<b>184,191</b>

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.50	15,566	0.50	15,977	0.50	16,923	0.50	16,923	OFFICE ASSISTANT 2	0.50	17,211	0.50	17,211	0.50	17,211
0.00	-15,566	0.00	-15,977	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
0.50	0	0.50	0	0.50	16,923	0.50	16,923	TOTAL BUDGET	0.50	17,211	0.50	17,211	0.50	17,211

# **Departmental Budget Detail by Fund**

fy2013 adopted budget

## Health Department Expenditure and Position Detail by Fund

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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## HEALTH DEPARTMENT

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
14,190,574	14,553,129	22,836,031	36,803,286	60000	Permanent	38,593,518	38,593,518	38,765,497
180,205	218,289	1,183,124	1,598,693	60100	Temporary	1,476,339	1,476,339	1,419,905
393,708	453,302	357,101	358,538	60110	Overtime	285,868	285,868	285,868
365,394	400,560	412,135	436,098	60120	Premium	507,203	507,203	507,203
4,296,243	4,605,903	7,120,806	11,301,353	60130	Salary-Related Exp	11,838,831	11,838,831	11,890,882
32,748	34,780	232,553	272,341	60135	Non-Base Fringe	266,031	266,031	260,851
3,989,769	4,410,619	7,305,673	11,295,524	60140	Insurance Benefits	12,749,158	12,749,158	12,803,684
19,797	20,279	56,926	70,716	60145	Non-Base Insurance	53,505	53,505	52,687
18,858	370,481	0	0	90001	ATYP Posting (CATS)	0	0	0
1,045,829	1,177,195	0	0	90002	ATYP On Call (CATS)	0	0	0
9,659,170	7,644,643	0	0	93002	Assess Labor	0	0	0
764	563	0	0	95102	Settle Labor	0	0	0
4,807	-34,039	0	0	95200	ATYP Clean Up (Cent)	0	0	0
<b>34,197,866</b>	<b>33,855,703</b>	<b>39,504,349</b>	<b>62,136,549</b>	<b>TOTAL Personal Services</b>		<b>65,770,453</b>	<b>65,770,453</b>	<b>65,986,577</b>
1,220,635	2,719,639	1,651,312	1,651,312	60150	Cnty Match & Sharing	2,441,408	2,441,408	2,314,708
16,916	7,696	21,550	21,550	60155	Direct Prog & Client Assist	37,415	37,415	37,415
865,535	477,875	656,908	1,516,659	60160	Pass-Thru & Pgm Supt	732,271	732,271	1,101,354
3,067,605	3,230,690	2,720,591	2,935,862	60170	Professional Services	3,630,045	3,630,045	3,045,938
-14,908	2,364	0	0	91002	Assess Passthru/Supp	0	0	0
<b>5,155,782</b>	<b>6,438,265</b>	<b>5,050,361</b>	<b>6,125,383</b>	<b>TOTAL Contractual Services</b>		<b>6,841,139</b>	<b>6,841,139</b>	<b>6,499,415</b>
167,257	172,051	217,892	250,863	60180	Printing	244,080	244,080	244,080
3,743	759	187,834	190,143	60200	Communications	190,803	190,803	190,803
9,059	5,753	12,321	18,321	60210	Rentals	18,983	18,983	18,983
6,747	1,923	146,848	166,192	60220	Repairs and Maintenance	150,394	150,394	150,394
883	671	3,028	3,088	60230	Postage	3,315	3,315	3,315
397,831	687,508	556,890	753,580	60240	Supplies	737,693	737,693	810,464
0	-175	0	0	60245	Lib Books & Matrls	0	0	0
200,099	241,808	298,216	658,041	60246	Medical & Dental Supplies	398,642	398,642	398,642
915	0	16,079	16,079	60250	Food	1,500	1,500	1,500
140,095	188,366	208,365	224,911	60260	Travel & Training	225,469	225,469	225,469
44,020	45,388	76,924	76,679	60270	Local Travel/Mileage	124,687	124,687	124,687
94,875	94,875	0	0	60280	Insurance	0	0	0
1,384,408	1,626,007	1,421,256	1,421,256	60290	Software Licenses/Maint	1,400,003	1,400,003	1,400,003
1,115,249	951,626	1,000,340	1,059,494	60310	Drugs	897,346	897,346	897,346
89,827	0	0	0	60320	Refunds	0	0	0
0	1,077	0	0	60330	Claims Paid	0	0	0
115,586	33,270	149,956	150,756	60340	Dues & Subscriptions	146,051	146,051	146,051
0	0	0	589,646	60350	Central Indirect	542,580	542,580	525,755
0	0	0	1,516,317	60355	Dept Indirect	1,752,261	1,752,261	1,701,786
268,238	230,650	451,325	480,042	60370	Intl Svc Telephone	496,367	496,367	496,367
1,909,934	2,960,732	2,491,033	2,986,968	60380	Intl Svc Data Processing	3,224,408	3,224,408	3,169,650
269,568	0	900	900	60390	Intl Svc PC Flat Fee	0	0	0
172,445	145,036	173,482	173,973	60410	Intl Svc Motor Pool	168,866	168,866	168,866
1,634	2,806	3,172	3,672	60420	Intl Svc Electronics	12,336	12,336	12,336
835,753	1,085,586	2,114,962	2,298,065	60430	Intl Svc Bldg Mgmt	2,036,135	2,036,135	2,036,135
17,790	16,022	30,981	30,981	60440	Intl Svc Other	47,399	47,399	47,399
374,869	173,680	482,242	529,114	60460	Intl Svc Dist/Postage	352,049	352,049	352,049
1,131,066	895,219	0	0	93001	Assess Matrl & Svcs	0	0	0
1,042,468	95,376	0	0	93007	Assess Int Svc Expenses	0	0	0

## HEALTH DEPARTMENT

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
142	56	0	0	93010 Assess Inv Acct	0	0	0
9	0	0	0	93012 Assess Equip Use	0	0	0
5	0	0	0	93015 Assess Lib Bks & Mat	0	0	0
78,997	49,729	0	0	93016 Assess Med Supplies	0	0	0
0	174	0	0	95101 Settle Matrl & Svcs	0	0	0
219	29	0	0	95110 Settle Inv Acct	0	0	0
0	27	0	0	95112 Settle Equip Use	0	0	0
161,786	311,425	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>10,035,517</b>	<b>10,017,454</b>	<b>10,044,046</b>	<b>13,599,081</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>13,171,367</b>	<b>13,171,367</b>	<b>13,122,080</b>
26,530	5,117	0	0	60550 Capital Equipment	0	0	0
0	910	0	0	93009 Assess Capital	0	0	0
<b>26,530</b>	<b>6,027</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>49,415,694</b>	<b>50,317,450</b>	<b>54,598,756</b>	<b>81,861,013</b>	<b>TOTAL BUDGET</b>	<b>85,782,959</b>	<b>85,782,959</b>	<b>85,608,072</b>

## HEALTH DEPARTMENT

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.70	37,727	0.70	39,414	1.70	87,265	1.70	87,265	ADMINISTRATIVE ANALYST	1.70	92,803	1.70	92,803	1.70	92,803
0.00	0	1.00	52,325	0.00	0	0.00	0	ADMINISTRATIVE ANALYST	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	64,247	1.00	64,247	ADMINISTRATIVE ANALYST, SENIOR	1.30	66,421	1.30	66,421	1.30	66,421
1.00	48,974	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE ASSISTANT	0.00	0	0.00	0	0.00	0
1.00	74,886	1.00	78,238	1.00	78,238	1.00	78,238	ADMINISTRATIVE SERV OFFICER	0.00	0	0.00	0	0.00	0
7.80	329,649	7.00	304,341	9.80	410,049	9.80	410,049	ADMINISTRATIVE SPECIALIST	10.80	443,711	10.80	443,711	10.80	443,711
2.00	106,968	2.00	109,869	2.00	114,840	2.00	114,840	BUDGET ANALYST	2.00	113,553	2.00	113,553	2.00	113,553
1.00	42,293	0.00	0	0.00	0	0.00	0	CLERICAL UNIT COORDINATOR	2.00	91,062	2.00	91,062	2.00	91,062
5.09	187,731	4.84	176,999	2.75	110,188	2.75	110,188	CLINIC MEDICAL ASSISTANT	56.32	2,213,863	56.32	2,213,863	55.94	2,200,640
1.00	63,987	1.00	66,273	0.60	40,352	0.60	40,352	CLINICAL SERVICES SPECIALIST	7.20	431,077	7.20	431,077	7.20	431,077
56.58	3,933,426	60.63	4,247,629	56.73	4,123,525	56.73	4,123,525	COMMUNITY HEALTH NURSE	74.31	5,507,508	74.31	5,507,508	76.36	5,665,873
0.60	18,328	0.80	25,306	1.10	36,241	1.10	36,241	COMMUNITY HEALTH SPECIALIST 1	1.30	45,804	1.30	45,804	1.30	45,804
3.70	147,024	1.14	47,028	5.69	245,630	5.69	245,630	COMMUNITY HEALTH SPECIALIST 2	9.06	397,144	9.06	397,144	9.06	397,144
0.00	0	0.00	0	0.00	0	0.00	0	COMMUNITY INFORMATION SPEC	1.00	48,214	1.00	48,214	1.00	48,214
2.00	104,098	2.00	108,000	2.00	107,085	2.00	107,085	CONTRACT SPECIALIST	2.00	109,570	2.00	109,570	2.00	109,570
0.00	0	1.00	58,840	1.00	61,843	1.00	61,843	CONTRACT SPECIALIST/SR	2.00	125,212	2.00	125,212	2.00	125,212
0.00	0	0.00	0	0.00	0	0.00	0	CONTRACT TECHNICIAN	0.00	0	0.00	0	1.00	36,941
4.00	212,059	4.90	292,303	4.70	286,187	4.70	286,187	DATA ANALYST	6.70	387,262	6.70	387,262	6.70	387,262
2.00	129,854	2.00	134,758	2.81	193,211	2.81	193,211	DATA ANALYST/SR	2.00	135,523	2.00	135,523	2.00	135,523
0.70	25,209	0.80	29,838	0.80	32,151	0.80	32,151	DENTAL ASSISTANT/EFDA	32.04	1,259,802	32.04	1,259,802	32.04	1,259,802
0.44	29,878	0.00	0	0.00	0	0.00	0	DENTAL HYGIENIST	6.82	470,347	6.82	470,347	6.82	470,347
0.00	0	0.00	0	0.80	100,265	0.80	100,265	DENTIST	8.50	1,099,275	8.50	1,099,275	8.50	1,099,275
0.70	88,174	0.80	105,280	0.00	0	0.00	0	DENTIST/SENIOR	0.00	0	0.00	0	0.00	0
1.00	156,448	1.00	163,448	1.00	158,687	1.00	158,687	DEPARTMENT DIRECTOR 2	1.00	168,760	1.00	168,760	1.00	168,760
1.00	91,894	1.00	96,005	0.00	0	0.00	0	DEPUTY DIRECTOR	0.00	0	0.00	0	1.00	102,098
0.70	109,600	0.70	114,506	0.70	114,506	0.70	114,506	DEPUTY HEALTH OFFICER	0.30	41,176	0.30	41,176	0.30	41,176
6.00	335,040	6.00	331,721	6.00	332,831	6.00	332,831	DEPUTY MEDICAL EXAMINER	6.00	331,155	6.00	331,155	6.00	331,155
0.00	0	1.53	87,636	0.25	13,504	0.25	13,504	DIETITIAN (NUTRITIONIST)	0.00	0	0.00	0	0.00	0
2.27	104,470	1.01	48,672	2.30	112,648	2.30	112,648	DISEASE INTERVENTION SPECIALIST	4.31	214,041	4.31	214,041	4.31	214,041
0.00	0	0.00	0	1.00	111,178	1.00	111,178	DIVISION DIRECTOR 1	1.00	102,856	1.00	102,856	1.00	102,856
0.00	0	0.00	0	1.00	114,542	1.00	114,542	DIVISION DIRECTOR 2	1.00	121,813	1.00	121,813	1.00	121,813
6.00	278,798	1.25	44,000	3.00	140,589	3.00	140,589	ELIGIBILITY SPECIALIST	1.40	63,844	1.40	63,844	1.40	63,844
0.00	0	0.00	0	0.00	0	0.00	0	EMS MEDICAL DIRECTOR	0.70	134,257	0.70	134,257	0.70	134,257
15.80	864,761	15.57	900,748	15.80	928,745	15.80	928,745	ENVIRONMENTAL HEALTH SPECIALIS	14.35	851,538	14.35	851,538	16.70	971,188
1.00	60,273	1.00	59,445	2.00	127,677	2.00	127,677	ENVIRONMENTAL HEALTH SPECIALIS	2.00	125,255	2.00	125,255	2.00	125,255
1.00	67,076	1.00	75,817	1.00	75,817	1.00	75,817	ENVIRONMENTAL HEALTH SUPERVIS	1.00	80,630	1.00	80,630	1.00	80,630
0.50	19,357	1.75	80,677	1.10	45,280	1.10	45,280	ENVIRONMENTAL HEALTH TRAINEE	1.15	57,571	1.15	57,571	0.70	35,201
0.00	0	0.00	0	2.00	212,749	2.00	212,749	EXECUTIVE ADVISOR	2.00	217,686	2.00	217,686	1.00	115,588
1.00	52,798	1.00	55,505	1.00	58,005	1.00	58,005	FACILITIES SPECIALIST 2	1.00	59,301	1.00	59,301	1.00	59,301
2.00	175,393	2.00	183,239	2.00	183,239	2.00	183,239	FINANCE MANAGER	2.00	194,870	2.00	194,870	2.00	194,870
0.00	0	0.00	0	1.00	100,867	1.00	100,867	FINANCE MANAGER, SR	1.00	107,270	1.00	107,270	1.00	107,270
2.00	90,808	4.00	179,631	4.00	176,715	4.00	176,715	FINANCE SPECIALIST 1	4.00	176,779	4.00	176,779	5.00	219,390
6.00	304,245	5.50	266,066	6.50	321,664	6.50	321,664	FINANCE SPECIALIST 2	6.50	327,386	6.50	327,386	6.50	327,386



## HEALTH DEPARTMENT

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
2.00	114,230	3.00	172,163	3.00	180,164	3.00	180,164	FINANCE SPECIALIST/SR	4.00	240,053	4.00	240,053	4.00	240,053
4.00	261,718	3.00	209,200	3.00	209,201	3.00	209,201	FINANCE SUPERVISOR	3.00	222,479	3.00	222,479	3.00	222,479
9.00	354,716	9.00	363,420	8.00	329,805	8.00	329,805	FINANCE TECHNICIAN	9.00	370,546	9.00	370,546	8.00	327,935
0.00	0	0.80	36,392	0.80	38,034	0.80	38,034	GRAPHIC DESIGNER	0.80	43,447	0.80	43,447	0.80	43,447
1.90	69,300	1.90	71,767	1.90	66,092	1.90	66,092	HEALTH ASSISTANT 1	4.85	181,117	4.85	181,117	4.85	181,117
3.10	118,420	3.21	126,415	3.24	130,680	3.24	130,680	HEALTH ASSISTANT 2	1.85	74,766	1.85	74,766	1.85	74,766
5.50	261,202	8.13	390,598	10.50	512,885	10.50	512,885	HEALTH EDUCATOR	7.18	364,142	7.18	364,142	6.58	333,597
5.80	267,993	5.60	258,966	5.60	268,349	5.60	268,349	HEALTH INFORMATION TECHNICIAN	4.80	226,929	4.80	226,929	4.80	226,929
0.92	148,369	1.00	168,486	1.00	168,486	1.00	168,486	HEALTH OFFICER	1.00	179,181	1.00	179,181	1.00	179,181
2.00	151,716	2.00	158,505	2.00	133,618	2.00	133,618	HEALTH SERVICES DEVELOPMENT AD	3.00	232,033	3.00	232,033	3.00	232,033
1.90	202,190	1.00	111,178	0.00	0	0.00	0	HEALTH SERVICES MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
2.00	114,732	2.00	119,865	2.00	123,838	2.00	123,838	HUMAN RESOURCES ANALYST 1	2.00	128,136	2.00	128,136	2.00	128,136
2.80	189,410	2.30	156,027	2.43	156,900	2.43	156,900	HUMAN RESOURCES ANALYST 2	2.43	171,352	2.43	171,352	2.43	171,352
2.00	147,293	1.80	120,021	2.00	146,173	2.00	146,173	HUMAN RESOURCES ANALYST, SENIO	2.00	155,451	2.00	155,451	2.00	155,451
1.00	77,667	2.00	163,199	2.00	166,506	2.00	166,506	HUMAN RESOURCES MANAGER 1	2.00	173,195	2.00	173,195	2.00	173,195
1.00	96,547	1.00	100,867	1.00	100,867	1.00	100,867	HUMAN RESOURCES MANAGER 2	1.00	107,270	1.00	107,270	1.00	107,270
1.00	44,916	1.00	46,925	1.90	88,284	1.90	88,284	HUMAN RESOURCES TECHNICIAN	1.90	84,799	1.90	84,799	1.90	84,799
1.00	132,310	1.00	141,197	1.00	141,197	1.00	141,197	ICS DIRECTOR	1.00	150,159	1.00	150,159	1.00	150,159
1.00	32,376	0.00	0	0.00	0	0.00	0	INFORMATION & REFERRAL SPECIALI	0.00	0	0.00	0	0.00	0
2.68	137,840	0.24	10,677	2.09	109,314	2.09	109,314	LICENSED COMM PRACTICAL NURSE	14.94	758,760	14.94	758,760	14.94	758,760
2.00	138,925	2.00	145,951	0.00	0	0.00	0	MANAGEMENT ASSISTANT	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	2.50	225,754	2.50	225,754	MANAGER 2	4.55	424,198	4.55	424,198	4.55	424,198
0.00	0	0.00	0	3.35	321,563	3.35	321,563	MANAGER, SR	4.30	434,772	4.30	434,772	4.30	434,772
0.70	115,025	0.90	154,462	0.90	154,462	0.90	154,462	MEDICAL DIRECTOR	2.00	359,974	2.00	359,974	2.00	359,974
1.00	44,860	1.00	47,604	1.50	72,297	1.50	72,297	MEDICAL LABORATORY TECHNICIAN	2.00	102,644	2.00	102,644	2.00	102,644
6.00	327,836	6.50	346,562	6.50	352,109	6.50	352,109	MEDICAL TECHNOLOGIST	6.50	351,948	6.50	351,948	6.50	351,948
10.80	375,775	10.75	373,150	13.20	474,668	13.20	474,668	MEDICATION AIDE/CAN	13.20	483,291	13.20	483,291	13.20	483,291
5.60	354,820	5.00	295,548	5.00	304,321	5.00	304,321	MENTAL HEALTH CONSULTANT	7.40	441,803	7.40	441,803	7.40	441,803
0.90	50,627	1.00	58,269	1.00	60,942	1.00	60,942	NUISANCE ENFORCEMENT OFFICER	0.85	51,962	0.85	51,962	0.85	51,962
8.90	849,803	9.62	914,764	6.39	601,352	6.39	601,352	NURSE PRACTITIONER	33.07	3,404,247	33.07	3,404,247	33.07	3,404,247
0.00	0	0.00	0	1.00	67,000	1.00	67,000	NURSING DEVELOPMENT CONSULTA	0.90	77,239	0.90	77,239	0.90	77,239
0.00	0	0.00	0	1.00	105,910	1.00	105,910	NURSING DIRECTOR	1.00	105,819	1.00	105,819	1.00	105,819
0.00	0	0.00	0	0.00	0	0.00	0	NUTRITION ASSISTANT	1.50	65,783	1.50	65,783	1.50	65,783
0.60	33,532	1.00	68,283	0.00	0	0.00	0	NUTRITION SUPERVISOR	0.80	49,674	0.80	49,674	0.80	49,674
29.14	1,017,961	32.09	1,116,099	36.70	1,302,687	36.70	1,302,687	OFFICE ASSISTANT 2	93.54	3,307,340	93.54	3,307,340	92.79	3,281,241
21.05	825,403	23.26	955,669	24.32	1,044,356	24.32	1,044,356	OFFICE ASSISTANT/SR	26.65	1,141,920	26.65	1,141,920	26.65	1,141,479
2.00	120,453	1.00	61,386	1.00	61,386	1.00	61,386	OPERATIONS ADMINISTRATOR	2.00	127,526	2.00	127,526	3.00	197,924
6.00	313,028	7.60	400,490	6.00	315,521	6.00	315,521	OPERATIONS SUPERVISOR	7.67	418,363	7.67	418,363	7.67	418,363
2.00	101,034	2.00	100,620	2.00	102,562	2.00	102,562	PATHOLOGIST ASSISTANT	2.00	102,170	2.00	102,170	2.00	102,170
0.00	0	0.10	10,303	0.00	0	0.00	0	PHARMACIST	0.00	0	0.00	0	0.00	0
3.40	531,342	3.00	464,712	2.80	453,670	2.80	453,670	PHYSICIAN	9.82	1,628,749	9.82	1,628,749	9.82	1,628,749
0.80	77,553	0.80	79,094	0.80	83,102	0.80	83,102	PHYSICIAN ASSISTANT	1.60	163,078	1.60	163,078	1.60	163,078
0.45	45,607	0.45	47,648	0.00	0	0.00	0	PRINCIPAL INVESTIGATOR	0.00	0	0.00	0	0.00	0

## HEALTH DEPARTMENT

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	0.45	47,648	0.45	47,648	PRINCIPAL INVESTIGATOR MANAGER	0.45	50,672	0.45	50,672	0.45	50,672
2.00	97,719	1.00	53,355	1.00	55,770	1.00	55,770	PROCUREMENT ANALYST	2.00	105,246	2.00	105,246	1.00	57,032
0.55	29,332	0.00	0	1.00	50,070	1.00	50,070	PROGRAM COMMUNICATIONS & WEB	0.60	32,997	0.60	32,997	0.60	32,997
2.00	119,318	0.90	55,563	0.90	58,064	0.90	58,064	PROGRAM COMMUNICATIONS & WEB	0.90	59,412	0.90	59,412	0.90	59,412
0.00	0	1.00	49,339	1.60	82,606	1.60	82,606	PROGRAM COORDINATOR	2.15	125,878	2.15	125,878	2.15	125,878
13.50	1,065,912	14.85	1,205,489	13.80	1,087,005	13.80	1,087,005	PROGRAM MANAGER 1	13.23	1,098,433	13.23	1,098,433	13.23	1,098,433
9.92	917,733	10.15	970,912	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
2.00	225,702	2.00	231,286	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
4.90	265,105	7.10	390,849	6.85	388,090	6.85	388,090	PROGRAM SPECIALIST	11.70	661,489	11.70	661,489	12.30	692,034
2.90	179,698	4.78	304,455	4.97	322,151	4.97	322,151	PROGRAM SPECIALIST/SR	6.85	436,243	6.85	436,243	6.85	436,243
11.69	768,439	9.11	653,290	13.97	1,024,555	13.97	1,024,555	PROGRAM SUPERVISOR	15.26	1,180,060	15.26	1,180,060	13.86	1,077,032
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM TECHNICIAN	1.10	43,296	1.10	43,296	1.10	43,296
2.75	178,313	1.00	76,400	1.00	76,400	1.00	76,400	PROJECT MANAGER	1.00	84,742	1.00	84,742	1.00	84,742
0.75	46,560	2.00	140,822	2.00	145,240	2.00	145,240	PROJECT MANAGER - REPRESENTED	3.80	267,695	3.80	267,695	3.80	267,695
1.00	52,996	1.00	54,888	1.00	57,370	1.00	57,370	PUBLIC HEALTH ECOLOGIST	1.00	58,330	1.00	58,330	1.00	58,330
6.00	274,134	6.50	297,298	6.50	313,267	6.50	313,267	PUBLIC HEALTH VECTOR SPECIALIST	6.50	315,167	6.50	315,167	6.50	315,167
0.00	0	0.00	0	1.00	92,718	1.00	92,718	QUALITY MANAGER	1.00	98,604	1.00	98,604	1.00	98,604
0.40	33,349	0.00	0	0.00	0	0.00	0	RESEARCH SCIENTIST	0.00	0	0.00	0	0.00	0
6.15	358,954	5.35	314,696	5.40	314,462	5.40	314,462	RESEARCH/EVALUATION ANALYST 2	5.50	323,353	5.50	323,353	5.50	323,353
1.10	80,017	1.60	119,545	1.40	109,632	1.40	109,632	RESEARCH/EVALUATION ANALYST/SR	1.60	126,530	1.60	126,530	1.60	126,530
0.00	-7,059,831	0.00	-7,510,897	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
0.47	19,369	0.37	15,800	0.37	16,368	0.37	16,368	X-RAY TECHNICIAN	0.10	4,717	0.10	4,717	0.10	4,717
<b>356.60</b>	<b>14,190,574</b>	<b>362.68</b>	<b>14,553,129</b>	<b>378.76</b>	<b>22,836,031</b>	<b>378.76</b>	<b>22,836,031</b>	<b>TOTAL BUDGET</b>	<b>640.60</b>	<b>38,593,518</b>	<b>640.60</b>	<b>38,593,518</b>	<b>643.02</b>	<b>38,765,497</b>

## HEALTH DEPARTMENT

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
38,805,758	41,903,506	37,731,513	24,607,962	60000	Permanent	23,542,032	23,542,032	23,495,188
3,510,830	3,920,023	1,401,376	1,234,287	60100	Temporary	1,052,621	1,052,621	1,094,092
186,428	186,699	136,407	134,970	60110	Overtime	56,555	56,555	56,555
591,106	602,862	490,432	472,776	60120	Premium	433,023	433,023	434,587
11,319,199	12,603,352	11,501,430	7,572,674	60130	Salary-Related Exp	7,173,712	7,173,712	7,159,841
657,210	652,300	237,773	227,410	60135	Non-Base Fringe	158,221	158,221	177,073
10,892,637	12,796,602	11,966,047	8,221,571	60140	Insurance Benefits	7,229,305	7,229,305	7,211,879
193,975	230,422	67,658	59,557	60145	Non-Base Insurance	69,152	69,152	97,413
-28,000	-415,537	0	0	90001	ATYP Posting (CATS)	0	0	0
-1,041,537	-1,179,067	0	0	90002	ATYP On Call (CATS)	0	0	0
-9,659,373	-7,663,393	0	0	93002	Assess Labor	0	0	0
111,948	101,333	0	0	95102	Settle Labor	0	0	0
-4,807	34,039	0	0	95200	ATYP Clean Up (Cent)	0	0	0
<b>55,535,374</b>	<b>63,773,141</b>	<b>63,532,636</b>	<b>42,531,207</b>	<b>TOTAL Personal Services</b>		<b>39,714,621</b>	<b>39,714,621</b>	<b>39,726,628</b>
91,689	1,028	8,700	8,700	60150	Cnty Match & Sharing	8,700	8,700	8,700
31,479	42,522	116,357	116,357	60155	Direct Prog & Client Assist	72,388	72,388	74,339
5,892,675	7,693,404	5,672,869	5,714,350	60160	Pass-Thru & Pgm Supt	4,758,178	4,758,178	4,949,868
4,616,480	5,119,915	5,254,949	5,672,857	60170	Professional Services	2,191,177	2,191,177	2,208,977
14,908	-2,364	0	0	91002	Assess Passthru/Supp	0	0	0
<b>10,647,231</b>	<b>12,854,504</b>	<b>11,052,875</b>	<b>11,512,264</b>	<b>TOTAL Contractual Services</b>		<b>7,030,443</b>	<b>7,030,443</b>	<b>7,241,884</b>
302,881	313,814	336,843	332,818	60180	Printing	170,646	170,646	172,461
393	195	85,268	84,883	60200	Communications	136,127	136,127	136,127
26,219	7,421	6,565	6,565	60210	Rentals	7,865	7,865	7,865
79,892	136,328	621,908	614,339	60220	Repairs and Maintenance	447,927	447,927	447,927
2,304	6,818	11,972	12,012	60230	Postage	4,513	4,513	4,513
727,604	1,209,824	671,280	696,136	60240	Supplies	891,059	891,059	902,272
1,206,387	1,825,006	1,459,763	1,192,933	60246	Medical & Dental Supplies	1,326,998	1,326,998	1,326,998
1,944	132	16,800	17,250	60250	Food	0	0	0
301,660	402,038	342,629	332,788	60260	Travel & Training	343,992	343,992	340,907
184,452	177,487	198,279	203,465	60270	Local Travel/Mileage	130,766	130,766	130,766
32,073	215,222	141,784	142,163	60290	Software Licenses/Maint	42,992	42,992	42,992
9,961,375	9,229,391	10,375,335	10,321,431	60310	Drugs	10,364,184	10,364,184	10,364,184
0	185,353	0	0	60320	Refunds	0	0	0
0	25	0	0	60330	Claims Paid	0	0	0
21,967	45,674	21,613	20,613	60340	Dues & Subscriptions	24,885	24,885	24,885
2,206,669	1,575,914	2,265,640	1,754,058	60350	Central Indirect	1,280,058	1,280,058	1,288,354
5,378,764	5,960,607	5,834,201	4,519,657	60355	Dept Indirect	4,144,185	4,144,185	4,155,098
941,964	969,277	390,638	377,350	60370	Intl Svc Telephone	308,700	308,700	308,700
4,135,745	3,825,856	3,513,932	3,125,547	60380	Intl Svc Data Processing	3,885,537	3,885,537	3,940,295
343,104	2,000	0	0	60390	Intl Svc PC Flat Fee	0	0	0
46,240	35,485	26,338	26,822	60410	Intl Svc Motor Pool	37,962	37,962	37,962
1,344	39,309	1,000	500	60420	Intl Svc Electronics	6,400	6,400	6,400
3,961,921	3,854,967	3,227,886	3,145,798	60430	Intl Svc Bldg Mgmt	3,851,380	3,851,380	3,851,380
51,299	65,243	3,303	3,303	60440	Intl Svc Other	0	0	0
616,378	783,617	506,869	464,077	60460	Intl Svc Dist/Postage	297,742	297,742	297,742
51,210	37,364	0	0	60570	Bad Debt Expense	0	0	0
41	0	0	0	60640	Goods Issue w/o Purchase Order	0	0	0
-55	-5,426	0	0	60680	Cash Discounts Taken	0	0	0
-1,131,066	-895,219	0	0	93001	Assess Matrl & Svcs	0	0	0

## HEALTH DEPARTMENT

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
-1,042,468	-95,376	0	0	93007 Assess Int Svc Expenses	0	0	0
-142	-56	0	0	93010 Assess Inv Acct	0	0	0
-9	0	0	0	93012 Assess Equip Use	0	0	0
-5	0	0	0	93015 Assess Lib Bks & Mat	0	0	0
-78,997	-49,729	0	0	93016 Assess Med Supplies	0	0	0
385,557	535,776	0	0	95101 Settle Matrl & Svcs	0	0	0
75	195	0	0	95107 Settle Int Svc Expenses	0	0	0
531	1,208	0	0	95110 Settle Inv Acct	0	0	0
14	7	0	0	95112 Settle Equip Use	0	0	0
1,304,627	1,292,381	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>30,021,894</b>	<b>31,688,129</b>	<b>30,059,846</b>	<b>27,394,508</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>27,703,918</b>	<b>27,703,918</b>	<b>27,787,828</b>
22,179	279,989	0	1,004,150	60550 Capital Equipment	0	0	0
0	-910	0	0	93009 Assess Capital	0	0	0
175,722	162,225	0	0	95109 Settle Capital	0	0	0
<b>197,901</b>	<b>441,305</b>	<b>0</b>	<b>1,004,150</b>	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>96,402,401</b>	<b>108,757,079</b>	<b>104,645,357</b>	<b>82,442,129</b>	<b>TOTAL BUDGET</b>	<b>74,448,982</b>	<b>74,448,982</b>	<b>74,756,340</b>

## HEALTH DEPARTMENT

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.30	16,168	0.30	16,892	0.30	16,892	0.30	16,892	ADMINISTRATIVE ANALYST	0.30	17,964	0.30	17,964	0.30	17,964
0.00	0	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE ANALYST, SENIOR	0.20	12,086	0.20	12,086	0.20	12,086
1.00	43,592	2.00	81,809	1.00	38,560	1.00	38,560	ADMINISTRATIVE SPECIALIST	3.00	116,343	3.00	116,343	3.00	116,343
1.00	46,201	0.00	0	0.00	0	0.00	0	CASE MANAGER/SR	0.00	0	0.00	0	0.00	0
1.00	37,583	0.00	0	0.00	0	0.00	0	CLERICAL UNIT COORDINATOR	0.00	0	0.00	0	0.00	0
53.03	1,958,189	63.21	2,380,238	70.29	2,715,655	70.29	2,715,655	CLINIC MEDICAL ASSISTANT	17.79	691,283	17.79	691,283	17.79	691,283
9.55	543,866	9.10	527,618	11.60	682,946	11.60	682,946	CLINICAL SERVICES SPECIALIST	4.35	266,898	4.35	266,898	4.35	266,898
65.23	4,541,026	62.87	4,504,712	64.80	4,724,623	64.80	4,724,623	COMMUNITY HEALTH NURSE	41.13	3,115,990	41.13	3,115,990	41.53	3,146,890
0.00	0	0.00	0	2.30	76,408	2.30	76,408	COMMUNITY HEALTH SPECIALIST 1	1.60	53,160	1.60	53,160	1.60	53,160
24.31	1,028,909	25.61	1,129,075	16.06	719,870	16.06	719,870	COMMUNITY HEALTH SPECIALIST 2	10.94	477,067	10.94	477,067	10.94	477,067
0.00	0	1.00	39,924	1.00	41,775	1.00	41,775	COMMUNITY INFORMATION SPEC	0.00	0	0.00	0	0.00	0
0.00	0	1.00	62,410	1.00	61,554	1.00	61,554	DATA ANALYST	1.50	85,987	1.50	85,987	1.50	85,987
0.00	0	1.00	53,349	0.09	5,814	0.09	5,814	DATA ANALYST/SR	0.90	59,488	0.90	59,488	0.90	59,488
0.90	33,821	5.73	223,012	0.00	0	0.00	0	DENTAL ASSISTANT	0.00	0	0.00	0	0.00	0
18.90	692,919	28.23	1,053,188	36.46	1,390,592	36.46	1,390,592	DENTAL ASSISTANT/EFDA	7.46	296,813	7.46	296,813	7.46	296,813
0.80	111,846	0.89	129,997	0.90	131,457	0.90	131,457	DENTAL DIRECTOR	1.00	155,335	1.00	155,335	1.00	155,335
5.42	362,829	9.51	637,672	9.55	657,499	9.55	657,499	DENTAL HYGIENIST	3.15	222,811	3.15	222,811	3.15	222,811
4.81	570,267	10.50	1,284,359	15.98	2,006,043	15.98	2,006,043	DENTIST	10.35	1,350,700	10.35	1,350,700	10.35	1,350,700
4.19	532,858	6.90	915,153	0.00	0	0.00	0	DENTIST/SENIOR	0.00	0	0.00	0	0.00	0
0.90	121,188	0.90	126,628	0.90	126,629	0.90	126,629	DEPUTY HEALTH OFFICER	1.00	141,921	1.00	141,921	1.00	141,921
2.23	118,217	2.33	130,905	2.60	154,387	2.60	154,387	DIETITIAN (NUTRITIONIST)	2.85	164,638	2.85	164,638	2.85	164,638
3.23	148,878	3.99	192,630	2.70	133,560	2.70	133,560	DISEASE INTERVENTION SPECIALIST	1.59	79,713	1.59	79,713	1.59	79,713
0.00	0	0.00	0	1.00	109,088	1.00	109,088	DIVISION DIRECTOR 2	1.00	116,012	1.00	116,012	1.00	116,012
13.00	521,921	14.00	606,146	13.00	582,497	13.00	582,497	ELIGIBILITY SPECIALIST	11.00	500,692	11.00	500,692	11.00	500,692
0.45	26,356	0.60	34,566	0.20	12,310	0.20	12,310	ENVIRONMENTAL HEALTH SPECIALIS	0.50	27,140	0.50	27,140	0.80	42,054
0.00	0	0.00	0	0.40	16,622	0.40	16,622	ENVIRONMENTAL HEALTH TRAINEE	0.10	4,247	0.10	4,247	-0.20	-10,667
1.00	37,583	0.00	0	0.00	0	0.00	0	FINANCE SPECIALIST 1	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	FINANCE SPECIALIST/SR	0.00	0	0.00	0	1.00	63,593
0.00	0	1.00	64,228	1.00	64,229	1.00	64,229	FINANCE SUPERVISOR	1.00	68,305	1.00	68,305	0.00	0
0.00	0	1.00	38,920	1.00	41,948	1.00	41,948	FINANCE TECHNICIAN	1.00	42,848	1.00	42,848	1.00	42,848
5.00	179,395	6.50	245,617	3.00	115,968	3.00	115,968	HEALTH ASSISTANT 1	0.00	0	0.00	0	0.00	0
2.40	84,213	3.79	169,231	0.76	27,217	0.76	27,217	HEALTH ASSISTANT 2	1.95	75,792	1.95	75,792	1.95	75,792
6.70	309,919	7.65	388,871	9.48	492,509	9.48	492,509	HEALTH EDUCATOR	9.35	489,353	9.35	489,353	9.35	489,353
0.08	12,901	0.00	0	0.00	0	0.00	0	HEALTH OFFICER	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	87,102	1.00	87,102	HEALTH SERVICES DEVELOPMENT AD	0.00	0	0.00	0	0.00	0
19.64	883,803	22.00	1,050,998	19.08	918,824	19.08	918,824	LICENSED COMM PRACTICAL NURSE	10.26	515,132	10.26	515,132	9.46	476,028
0.00	0	0.00	0	4.50	398,292	4.50	398,292	MANAGER 2	2.45	231,776	2.45	231,776	2.45	231,776
0.00	0	0.00	0	3.65	351,640	3.65	351,640	MANAGER, SR	2.70	273,303	2.70	273,303	2.70	273,303
0.20	32,823	0.10	17,162	0.10	17,162	0.10	17,162	MEDICAL DIRECTOR	0.00	0	0.00	0	0.00	0
6.00	254,795	7.00	341,162	7.00	356,656	7.00	356,656	MEDICAL LABORATORY TECHNICIAN	6.58	327,896	6.58	327,896	6.58	327,896
0.00	0	0.00	0	1.00	35,500	1.00	35,500	MEDICATION AIDE/CAN	0.00	0	0.00	0	0.00	0
0.15	8,437	0.00	0	0.00	0	0.00	0	NUISANCE ENFORCEMENT OFFICER	0.15	9,170	0.15	9,170	0.15	9,170
23.91	2,217,011	30.20	2,898,660	31.23	3,129,987	31.23	3,129,987	NURSE PRACTITIONER	4.11	431,805	4.11	431,805	4.11	431,805

## HEALTH DEPARTMENT

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
14.25	548,891	16.60	653,232	16.60	660,529	16.60	660,529	NUTRITION ASSISTANT	15.30	626,233	15.30	626,233	15.30	626,233
2.00	130,665	1.80	114,936	2.80	183,219	2.80	183,219	NUTRITION SUPERVISOR	2.00	141,004	2.00	141,004	2.00	141,004
76.64	2,561,805	85.49	3,026,484	93.00	3,288,802	93.00	3,288,802	OFFICE ASSISTANT 2	35.67	1,249,954	35.67	1,249,954	35.67	1,249,954
18.94	766,434	25.80	1,063,757	22.36	961,039	22.36	961,039	OFFICE ASSISTANT/SR	14.85	651,336	14.85	651,336	14.85	651,336
1.00	56,665	1.00	55,390	0.00	0	0.00	0	OPERATIONS ADMINISTRATOR	0.00	0	0.00	0	0.00	0
9.00	458,524	11.90	642,973	13.00	700,428	13.00	700,428	OPERATIONS SUPERVISOR	6.90	395,819	6.90	395,819	6.90	395,819
12.00	1,248,505	14.85	1,604,660	16.50	1,722,816	16.50	1,722,816	PHARMACIST	17.35	1,924,942	17.35	1,924,942	17.35	1,924,942
1.00	139,350	1.00	145,585	1.00	145,585	1.00	145,585	PHARMACY & CLINIC SUP SERVICES	1.00	133,455	1.00	133,455	1.00	133,455
1.00	116,314	1.00	121,518	0.00	0	0.00	0	PHARMACY PROGRAM COORDINATO	0.00	0	0.00	0	0.00	0
15.00	551,150	18.80	703,391	23.25	879,596	23.25	879,596	PHARMACY TECHNICIAN	24.05	914,553	24.05	914,553	24.05	914,553
24.80	3,559,981	24.97	3,781,435	26.20	4,026,701	26.20	4,026,701	PHYSICIAN	19.08	3,055,982	19.08	3,055,982	19.08	3,055,982
0.80	77,553	0.80	79,094	3.00	297,124	3.00	297,124	PHYSICIAN ASSISTANT	2.20	217,131	2.20	217,131	2.20	217,131
2.42	234,760	3.08	302,040	2.00	185,260	2.00	185,260	PRINCIPAL INVESTIGATOR	2.10	198,327	2.10	198,327	2.10	198,327
0.00	0	0.00	0	0.30	31,764	0.30	31,764	PRINCIPAL INVESTIGATOR MANAGER	0.35	39,410	0.35	39,410	0.35	39,410
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM COMMUNICATIONS & WEB	0.20	10,999	0.20	10,999	0.20	10,999
1.25	64,751	4.80	246,150	5.66	293,129	5.66	293,129	PROGRAM COORDINATOR	4.15	235,838	4.15	235,838	3.65	210,982
10.95	819,155	12.40	984,544	11.40	918,109	11.40	918,109	PROGRAM MANAGER 1	9.02	750,874	9.02	750,874	9.02	750,874
6.08	535,698	6.35	599,340	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
1.15	111,030	1.00	109,088	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
5.90	266,238	7.46	412,132	7.83	419,875	7.83	419,875	PROGRAM SPECIALIST	9.75	529,910	9.75	529,910	10.25	554,766
2.60	158,690	1.62	91,656	3.33	213,400	3.33	213,400	PROGRAM SPECIALIST/SR	4.25	269,718	4.25	269,718	4.25	269,718
17.64	1,210,585	24.54	1,756,335	22.36	1,518,391	22.36	1,518,391	PROGRAM SUPERVISOR	13.79	1,031,136	13.79	1,031,136	13.19	982,190
3.90	168,376	3.99	171,704	3.88	172,243	3.88	172,243	PROGRAM TECHNICIAN	2.90	131,922	2.90	131,922	2.90	131,922
1.25	81,029	1.00	70,564	1.00	68,509	1.00	68,509	PROJECT MANAGER	1.00	72,858	1.00	72,858	1.00	72,858
1.00	60,268	2.00	135,131	0.00	0	0.00	0	PROJECT MANAGER - REPRESENTED	2.00	141,721	2.00	141,721	2.00	141,721
3.40	281,549	1.80	156,783	1.55	135,008	1.55	135,008	RESEARCH SCIENTIST	0.95	87,804	0.95	87,804	0.95	87,804
2.73	116,678	3.70	168,997	3.15	141,152	3.15	141,152	RESEARCH/EVALUATION ANALYST 1	1.75	77,776	1.75	77,776	1.75	77,776
4.60	252,670	4.20	233,530	3.88	223,291	3.88	223,291	RESEARCH/EVALUATION ANALYST 2	3.00	174,672	3.00	174,672	2.00	117,077
0.30	21,249	0.80	58,675	0.40	30,670	0.40	30,670	RESEARCH/EVALUATION ANALYST/SR	0.00	0	0.00	0	1.10	72,613
0.00	8,659,683	0.00	4,993,874	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
1.63	69,998	1.70	75,376	1.60	73,058	1.60	73,058	X-RAY TECHNICIAN	1.23	56,990	1.23	56,990	1.23	56,990
<b>518.56</b>	<b>38,805,758</b>	<b>613.36</b>	<b>41,903,506</b>	<b>620.98</b>	<b>37,731,513</b>	<b>620.98</b>	<b>37,731,513</b>	<b>TOTAL BUDGET</b>	<b>356.10</b>	<b>23,542,032</b>	<b>356.10</b>	<b>23,542,032</b>	<b>355.20</b>	<b>23,495,188</b>

## HEALTH DEPARTMENT

## FUND 1516: Justice Services Special Ops Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
349,211	0	401,513	0	60000 Permanent	0	0	0
48,300	0	41,499	0	60100 Temporary	0	0	0
2,140	0	0	0	60110 Overtime	0	0	0
101,757	0	122,094	0	60130 Salary-Related Exp	0	0	0
7,191	0	3,462	0	60135 Non-Base Fringe	0	0	0
70,019	0	103,747	0	60140 Insurance Benefits	0	0	0
2,120	0	2,012	0	60145 Non-Base Insurance	0	0	0
1,460	0	0	0	90001 ATYP Posting (CATS)	0	0	0
13,233	0	0	0	90002 ATYP On Call (CATS)	0	0	0
203	18,751	0	0	93002 Assess Labor	0	0	0
<b>595,632</b>	<b>18,751</b>	<b>674,327</b>	<b>0</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
461,689	32,466	546,199	0	60160 Pass-Thru & Pgm Supt	0	0	0
159,063	23,908	147,676	0	60170 Professional Services	0	0	0
<b>620,752</b>	<b>56,374</b>	<b>693,875</b>	<b>0</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
5,400	200	6,000	0	60180 Printing	0	0	0
0	0	2,309	0	60200 Communications	0	0	0
7,173	0	6,000	0	60210 Rentals	0	0	0
0	0	475	0	60220 Repairs and Maintenance	0	0	0
18	0	50	0	60230 Postage	0	0	0
28,653	244,428	183,730	0	60240 Supplies	0	0	0
694	0	0	0	60246 Medical & Dental Supplies	0	0	0
30	0	0	0	60250 Food	0	0	0
521	0	5,000	0	60260 Travel & Training	0	0	0
284	0	700	0	60270 Local Travel/Mileage	0	0	0
330	0	0	0	60290 Software Licenses/Maint	0	0	0
5,346	0	0	0	60310 Drugs	0	0	0
225	0	800	0	60340 Dues & Subscriptions	0	0	0
35,892	5,703	41,295	0	60350 Central Indirect	0	0	0
87,486	21,571	107,008	0	60355 Dept Indirect	0	0	0
7,023	0	4,776	0	60370 Intl Svc Telephone	0	0	0
23,659	15,728	44,170	0	60380 Intl Svc Data Processing	0	0	0
4,049	0	0	0	60390 Intl Svc PC Flat Fee	0	0	0
285	0	285	0	60410 Intl Svc Motor Pool	0	0	0
15,333	0	19,427	0	60430 Intl Svc Bldg Mgmt	0	0	0
1,053	0	1,625	0	60460 Intl Svc Dist/Postage	0	0	0
3,092	0	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>226,545</b>	<b>287,630</b>	<b>423,650</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>1,442,929</b>	<b>362,755</b>	<b>1,791,852</b>	<b>0</b>	<b>TOTAL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>

## HEALTH DEPARTMENT

## FUND 1516: Justice Services Special Ops Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	43,594	1.00	45,143	1.00	45,811	1.00	45,811	ADMINISTRATIVE SPECIALIST	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.50	27,343	0.50	27,343	CLINICAL SERVICES SPECIALIST	0.00	0	0.00	0	0.00	0
1.00	52,332	1.00	54,195	1.00	61,554	1.00	61,554	DATA ANALYST	0.00	0	0.00	0	0.00	0
1.00	124,462	0.70	130,030	0.70	126,243	0.70	126,243	EMS MEDICAL DIRECTOR	0.00	0	0.00	0	0.00	0
1.00	91,947	1.00	96,061	0.00	0	0.00	0	HEALTH SERVICES MANAGER	0.00	0	0.00	0	0.00	0
1.00	58,567	1.00	60,636	1.00	61,554	1.00	61,554	PROGRAM SPECIALIST	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	79,008	1.00	79,008	PROGRAM SUPERVISOR	0.00	0	0.00	0	0.00	0
0.00	-21,691	0.00	-386,065	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>5.00</b>	<b>349,211</b>	<b>4.70</b>	<b>0</b>	<b>5.20</b>	<b>401,513</b>	<b>5.20</b>	<b>401,513</b>	<b>TOTAL BUDGET</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>



# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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# **Departmental Budget Detail by Fund**

fy2013 adopted budget

## **Library Expenditure and Position Detail by Fund**

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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MULTNOMAH COUNTY LIBRARY

FUND 1510: Library Serial Levy Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
21,635,921	22,450,953	22,930,186	22,935,375	60000	Permanent	20,714,935	20,714,935	20,942,189
692,832	692,009	941,112	940,829	60100	Temporary	989,744	989,744	996,311
17,786	11,806	22,056	22,056	60110	Overtime	11,700	11,700	11,700
152,234	170,334	59,490	59,490	60120	Premium	53,290	53,290	53,290
6,350,403	6,797,108	6,930,218	6,931,730	60130	Salary-Related Exp	6,256,190	6,256,190	6,324,799
167,070	147,490	160,000	160,000	60135	Non-Base Fringe	178,310	178,310	178,310
7,086,984	8,020,918	8,609,979	8,609,555	60140	Insurance Benefits	8,077,166	8,077,166	8,145,287
29,749	28,782	35,000	35,000	60145	Non-Base Insurance	53,871	53,871	53,871
-66,584	-58,009	0	0	90001	ATYP Posting (CATS)	0	0	0
-1,735	-2,137	0	0	90002	ATYP On Call (CATS)	0	0	0
0	0	0	0	93002	Assess Labor	0	0	0
941	1,903	0	0	95102	Settle Labor	0	0	0
<b>36,065,601</b>	<b>38,261,157</b>	<b>39,688,041</b>	<b>39,694,035</b>	<b>TOTAL Personal Services</b>		<b>36,335,206</b>	<b>36,335,206</b>	<b>36,705,757</b>
1,086,976	1,305,613	1,982,127	1,979,133	60170	Professional Services	1,536,545	1,536,545	1,583,445
<b>1,086,976</b>	<b>1,305,613</b>	<b>1,982,127</b>	<b>1,979,133</b>	<b>TOTAL Contractual Services</b>		<b>1,536,545</b>	<b>1,536,545</b>	<b>1,583,445</b>
154,203	165,880	295,990	295,990	60180	Printing	255,790	255,790	261,490
0	142	49,048	49,048	60200	Communications	46,063	46,063	46,063
18,866	7,519	18,180	17,780	60210	Rentals	10,630	10,630	10,630
30,528	17,493	190,084	190,084	60220	Repairs and Maintenance	235,142	235,142	235,142
159,779	154,541	328,750	328,350	60230	Postage	261,521	261,521	261,521
2,156,522	1,479,793	1,588,751	1,579,751	60240	Supplies	1,003,650	1,003,650	1,219,785
7,020,001	6,654,669	6,790,300	6,797,800	60245	Lib Books & Matrls	5,750,000	5,750,000	5,802,500
62,788	67,466	100,275	100,275	60260	Travel & Training	84,550	84,550	86,050
35,967	32,974	54,370	53,670	60270	Local Travel/Mileage	49,148	49,148	50,148
280,790	348,491	407,897	407,897	60290	Software Licenses/Maint	423,080	423,080	423,080
50	0	0	0	60320	Refunds	0	0	0
43,821	59,862	44,840	44,840	60340	Dues & Subscriptions	40,639	40,639	40,639
1,411,236	891,869	1,369,597	1,369,597	60350	Central Indirect	1,171,824	1,171,824	1,188,095
325,027	265,822	231,971	231,971	60370	Intl Svc Telephone	183,185	183,185	183,185
3,718,977	4,226,512	3,967,743	3,967,743	60380	Intl Svc Data Processing	5,170,430	5,170,430	5,170,430
386,330	108,427	0	0	60390	Intl Svc PC Flat Fee	0	0	0
102,380	82,425	71,921	71,921	60410	Intl Svc Motor Pool	81,998	81,998	81,998
33,162	21,687	19,155	19,155	60420	Intl Svc Electronics	27,155	27,155	27,155
3,719,210	4,010,988	4,300,285	4,300,285	60430	Intl Svc Bldg Mgmt	4,661,119	4,661,119	4,661,119
3,340	3,612	733,915	733,915	60440	Intl Svc Other	627,749	627,749	627,749
0	133,755	125,000	125,000	60450	Intl Svc Capital Debt Retire	125,000	125,000	125,000
55,543	96,693	110,860	110,860	60460	Intl Svc Dist/Postage	12,815	12,815	12,815
315	0	0	0	60570	Bad Debt Expense	0	0	0
-957	-1,453	0	0	60680	Cash Discounts Taken	0	0	0
66	209	0	0	92002	Equipment Use	0	0	0
0	0	0	0	93001	Assess Matrl & Svcs	0	0	0
538,813	688,191	0	0	93007	Assess Int Svc Expenses	0	0	0
0	0	0	0	95101	Settle Matrl & Svcs	0	0	0
10	0	0	0	95107	Settle Int Svc Expenses	0	0	0
12	947	0	0	95110	Settle Inv Acct	0	0	0
39	231	0	0	95112	Settle Equip Use	0	0	0
0	0	0	0	95115	Settle Lib Bks & Mat	0	0	0
2,905,853	923,873	0	0	95430	Settle Bldg Mgmt Svc	0	0	0

MULTNOMAH COUNTY LIBRARY

FUND 1510: Library Serial Levy Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
23,162,672	20,442,619	20,798,932	20,795,932	TOTAL Materials & Supplies	20,221,488	20,221,488	20,514,594
0	0	727,808	727,808	60530 Buildings	0	0	0
235,140	128,900	10,000	10,000	60550 Capital Equipment	0	0	0
0	0	0	0	95109 Settle Capital	0	0	0
235,140	128,900	737,808	737,808	TOTAL Capital Outlay	0	0	0
60,550,388	60,138,289	63,206,908	63,206,908	TOTAL BUDGET	58,093,239	58,093,239	58,803,796

## MULTNOMAH COUNTY LIBRARY

## FUND 1510: Library Serial Levy Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
2.00	107,303	2.00	112,103	0.00	0	0.00	0	ACCESS SERVICES ADMINISTRATOR	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	60,643	1.00	60,643	ACCESS SERVICES MANAGER	0.00	0	0.00	0	0.00	0
1.00	47,646	1.00	53,055	0.00	0	0.00	0	ADMINISTRATIVE ANALYST	0.00	0	0.00	0	0.00	0
2.00	120,536	2.00	124,820	2.00	126,700	2.00	126,700	ADMINISTRATIVE ANALYST	3.00	188,760	3.00	188,760	3.00	188,760
2.00	119,482	2.00	124,826	2.00	124,070	2.00	124,070	ADMINISTRATIVE ANALYST, SENIOR	2.00	133,148	2.00	133,148	1.00	73,016
1.00	43,594	1.00	45,143	2.00	91,622	2.00	91,622	ADMINISTRATIVE SPECIALIST	2.00	84,687	2.00	84,687	2.00	84,687
0.00	0	1.00	53,870	1.00	56,553	1.00	56,553	BUDGET ANALYST	1.00	57,831	1.00	57,831	1.00	57,831
1.00	67,325	1.00	70,337	1.00	70,338	1.00	70,338	CATALOGING ADMINISTRATOR	1.00	74,802	1.00	74,802	1.00	74,802
1.00	55,101	1.00	57,057	1.00	58,934	1.00	58,934	CREATIVE MEDIA COORDINATOR	1.00	61,131	1.00	61,131	1.00	61,131
0.00	0	0.00	0	1.00	136,350	1.00	136,350	DEPARTMENT DIRECTOR 1	1.00	147,905	1.00	147,905	1.00	147,905
1.00	156,393	1.00	143,249	0.00	0	0.00	0	DEPARTMENT DIRECTOR 2	0.00	0	0.00	0	0.00	0
1.00	106,416	1.00	108,233	0.00	0	0.00	0	DEPUTY DIRECTOR	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	108,233	1.00	108,233	DIVISION DIRECTOR 2	1.00	115,103	1.00	115,103	1.00	115,103
5.75	209,734	6.00	225,384	6.00	230,872	6.00	230,872	DRIVER	6.00	223,744	6.00	223,744	6.00	223,744
0.50	43,772	0.50	45,730	0.50	45,730	0.50	45,730	FACILITIES DEV & SERVICES MGR	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	FACILITIES SPECIALIST 2	1.00	57,595	1.00	57,595	1.00	57,595
0.00	0	0.75	29,190	0.75	30,611	0.75	30,611	FINANCE SPECIALIST 1	0.75	32,229	0.75	32,229	0.75	32,229
2.00	102,669	1.00	57,128	1.00	58,005	1.00	58,005	FINANCE SPECIALIST 2	1.00	59,301	1.00	59,301	1.00	59,301
1.00	70,503	1.00	73,657	1.00	73,658	1.00	73,658	FINANCE SUPERVISOR	1.00	78,333	1.00	78,333	1.00	78,333
1.00	50,797	2.00	101,625	2.00	101,625	2.00	101,625	HUMAN RESOURCES ANALYST 1	2.00	108,076	2.00	108,076	2.00	108,076
3.00	212,837	3.00	222,451	3.00	222,451	3.00	222,451	HUMAN RESOURCES ANALYST, SENIO	3.00	236,570	3.00	236,570	3.00	236,570
1.00	96,547	1.00	99,704	1.00	99,704	1.00	99,704	HUMAN RESOURCES MANAGER 2	1.00	106,032	1.00	106,032	1.00	106,032
1.00	43,729	0.00	0	0.00	0	0.00	0	HUMAN RESOURCES TECHNICIAN	0.00	0	0.00	0	0.00	0
73.34	4,306,525	72.25	4,410,592	72.25	4,522,053	72.25	4,522,053	LIBRARIAN	61.50	3,804,771	61.50	3,804,771	63.75	3,937,669
13.09	864,175	14.00	955,470	15.00	1,041,760	15.00	1,041,760	LIBRARY ADMINISTRATOR	19.00	1,365,613	19.00	1,365,613	19.00	1,365,613
4.00	300,399	4.00	302,519	3.00	197,775	3.00	197,775	LIBRARY ADMINISTRATOR/CENTRAL	0.00	0	0.00	0	0.00	0
73.87	3,230,708	75.25	3,377,906	75.00	3,432,973	75.00	3,432,973	LIBRARY ASSISTANT	65.75	2,996,617	65.75	2,996,617	66.00	3,009,819
130.05	4,592,039	132.75	4,806,441	129.25	4,769,249	129.25	4,769,249	LIBRARY CLERK	113.00	4,149,244	113.00	4,149,244	113.00	4,149,244
7.00	647,272	7.00	678,231	6.00	579,256	6.00	579,256	LIBRARY MANAGER, SENIOR	5.00	513,480	5.00	513,480	5.00	513,480
4.00	313,997	4.00	303,879	4.00	327,470	4.00	327,470	LIBRARY MANAGER/BRANCH	4.00	334,723	4.00	334,723	4.00	334,723
10.75	551,695	11.25	594,541	9.75	540,975	9.75	540,975	LIBRARY OUTREACH SPECIALIST	7.75	434,316	7.75	434,316	9.50	531,753
100.16	2,719,444	102.25	2,842,200	102.25	2,885,691	102.25	2,885,691	LIBRARY PAGE	99.75	2,829,346	99.75	2,829,346	99.25	2,814,456
5.00	295,931	5.00	292,575	6.00	351,095	6.00	351,095	LIBRARY SUPERVISOR	10.00	565,193	10.00	565,193	10.00	565,193
1.00	91,947	0.00	0	0.00	0	0.00	0	LIBRARY SUPPORT SERVICES ADMIN	0.00	0	0.00	0	0.00	0
0.75	23,638	0.75	24,482	0.75	25,580	0.75	25,580	OFFICE ASSISTANT 2	0.75	26,154	0.75	26,154	1.75	59,934
5.00	192,899	5.00	192,154	6.00	236,055	6.00	236,055	OFFICE ASSISTANT/SR	6.50	253,817	6.50	253,817	5.50	214,587
5.75	312,994	5.75	328,274	8.00	425,794	8.00	425,794	OPERATIONS SUPERVISOR	0.00	0	0.00	0	0.00	0
1.00	50,517	1.00	43,246	1.00	45,223	1.00	45,223	PRINTING SPECIALIST	1.00	46,249	1.00	46,249	1.00	46,249
1.00	57,461	1.00	59,507	1.00	62,222	1.00	62,222	PROCUREMENT ANALYST/SR	1.00	63,596	1.00	63,596	1.00	63,596
0.50	16,112	0.50	16,686	0.50	17,434	0.50	17,434	PRODUCTION ASSISTANT	0.50	17,829	0.50	17,829	0.50	17,829
1.00	62,245	1.00	65,030	1.00	64,949	1.00	64,949	PRODUCTION SUPERVISOR	1.00	67,144	1.00	67,144	1.00	67,144
1.00	53,504	2.00	109,287	2.00	112,380	2.00	112,380	PROGRAM COMMUNICATIONS & WEB	2.00	113,445	2.00	113,445	2.00	113,445
1.00	65,604	1.00	67,945	1.00	62,531	1.00	62,531	PROGRAM COMMUNICATIONS & WEB	2.00	132,703	2.00	132,703	2.00	132,703

MULTNOMAH COUNTY LIBRARY

FUND 1510: Library Serial Levy Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
5.50	294,786	5.59	310,093	6.50	357,054	6.50	357,054	PROGRAM COORDINATOR	7.25	413,118	7.25	413,118	7.25	413,118
2.00	169,074	2.00	175,748	2.00	176,638	2.00	176,638	PROGRAM MANAGER 1	2.00	141,175	2.00	141,175	2.00	141,782
1.00	50,798	1.00	52,615	1.00	51,656	1.00	51,656	PROGRAM SPECIALIST	0.00	0	0.00	0	0.00	0
1.50	87,406	2.50	167,803	2.50	163,864	2.50	163,864	PROGRAM SPECIALIST/SR	2.50	169,706	2.50	169,706	2.50	169,706
6.00	410,911	6.00	421,988	7.00	502,138	7.00	502,138	PROGRAM SUPERVISOR	4.00	306,091	4.00	306,091	5.00	369,673
1.00	43,594	1.00	45,143	1.00	45,811	1.00	45,811	PROGRAM TECHNICIAN	1.00	45,490	1.00	45,490	1.00	45,490
1.00	62,069	1.00	74,773	1.00	78,173	1.00	78,173	PROJECT MANAGER - REPRESENTED	1.00	79,747	1.00	79,747	1.00	79,747
1.00	87,542	1.00	73,000	1.00	75,339	1.00	75,339	PUBLIC RELATIONS COORDINATOR	1.00	80,121	1.00	80,121	1.00	80,121
0.00	-53,145	0.00	-171,686	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
1.00	79,396	1.00	82,949	1.00	82,949	1.00	82,949	TEAM DEVELOPER/LIBRARY	0.00	0	0.00	0	0.00	0
486.51	21,635,921	495.09	22,450,953	494.00	22,930,186	494.00	22,930,186	TOTAL BUDGET	447.00	20,714,935	447.00	20,714,935	450.75	20,942,189

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

## **Nondepartmental Expenditure and Position Detail by Fund**



# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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## NON-DEPARTMENTAL

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
3,511,080	4,078,766	4,087,242	4,014,803	60000	Permanent	4,258,006	4,258,006	4,277,483
182,352	103,835	291,544	274,354	60100	Temporary	208,073	208,073	181,924
3,603	7,609	2,250	2,250	60110	Overtime	3,250	3,250	3,250
0	821	28,900	28,900	60120	Premium	20,000	20,000	20,000
1,030,995	1,224,559	1,222,194	1,200,435	60130	Salary-Related Exp	1,273,433	1,273,433	1,278,596
45,916	10,829	50,886	50,886	60135	Non-Base Fringe	29,519	29,519	29,519
848,488	1,092,163	1,151,642	1,132,698	60140	Insurance Benefits	1,108,122	1,108,122	1,109,631
17,814	4,039	52,410	52,410	60145	Non-Base Insurance	131,802	131,802	131,802
-168,686	-154,650	0	0	90001	ATYP Posting (CATS)	0	0	0
-8,371	-2,546	0	0	90002	ATYP On Call (CATS)	0	0	0
-16,995	471	0	0	93002	Assess Labor	0	0	0
797	1,501	0	0	95102	Settle Labor	0	0	0
-3,249	-4,992	0	0	95200	ATYP Clean Up (Cent)	0	0	0
<b>5,443,742</b>	<b>6,362,406</b>	<b>6,887,068</b>	<b>6,756,736</b>	<b>TOTAL Personal Services</b>		<b>7,032,205</b>	<b>7,032,205</b>	<b>7,032,205</b>
31,745	734,473	0	0	60150	Cnty Match & Sharing	0	0	0
0	316	0	0	60155	Direct Prog & Client Assist	0	0	0
4,692,105	5,448,396	5,536,468	5,386,468	60160	Pass-Thru & Pgm Supt	6,685,410	6,685,410	6,930,827
636,365	683,921	594,020	564,020	60170	Professional Services	349,621	349,621	349,621
<b>5,360,215</b>	<b>6,867,107</b>	<b>6,130,488</b>	<b>5,950,488</b>	<b>TOTAL Contractual Services</b>		<b>7,035,031</b>	<b>7,035,031</b>	<b>7,280,448</b>
19,661	27,379	18,365	17,865	60180	Printing	16,841	16,841	16,841
6,060	7,887	63,976	63,976	60200	Communications	68,353	68,353	68,353
0	3,341	104,000	104,000	60210	Rentals	6,194	6,194	6,194
340	1,564	194,183	194,183	60220	Repairs and Maintenance	268,414	268,414	268,414
730	960	700	700	60230	Postage	1,000	1,000	1,000
75,222	110,769	224,928	222,428	60240	Supplies	66,344	66,344	66,344
979	0	500	500	60250	Food	0	0	0
36,552	82,498	87,398	86,398	60260	Travel & Training	85,641	85,641	85,641
3,971	7,789	26,605	24,605	60270	Local Travel/Mileage	20,698	20,698	20,698
0	116	0	0	60280	Insurance	0	0	0
10,228	13,541	3,200	3,200	60290	Software Licenses/Maint	23,200	23,200	23,200
86,761	190,192	219,100	189,100	60340	Dues & Subscriptions	182,277	182,277	182,277
0	221	0	0	60350	Central Indirect	0	0	0
85,393	87,880	87,238	85,438	60370	Intl Svc Telephone	53,426	53,426	53,426
855,486	1,124,284	867,255	864,255	60380	Intl Svc Data Processing	1,223,554	1,223,554	1,223,554
42,435	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
17,034	28,754	27,788	27,588	60410	Intl Svc Motor Pool	15,446	15,446	15,446
56,057	40,243	93,212	93,212	60420	Intl Svc Electronics	102,662	102,662	102,662
3,911,392	4,173,098	4,529,813	4,524,813	60430	Intl Svc Bldg Mgmt	4,872,519	4,872,519	4,872,519
1,467	2,939	18,857	18,857	60440	Intl Svc Other	0	0	0
0	330,701	750,000	37,112	60450	Intl Svc Capital Debt Retire	0	0	0
51,011	22,601	29,178	28,678	60460	Intl Svc Dist/Postage	15,132	15,132	15,132
10,000	0	0	0	60570	Bad Debt Expense	0	0	0
129	0	0	0	60660	Goods Issue	0	0	0
819	0	0	0	92002	Equipment Use	0	0	0
-1,749	0	0	0	93007	Assess Int Svc Expenses	0	0	0
-7,281	0	0	0	95101	Settle Matrl & Svcs	0	0	0
0	185	0	0	95107	Settle Int Svc Expenses	0	0	0
42	86	0	0	95110	Settle Inv Acct	0	0	0
33	0	0	0	95112	Settle Equip Use	0	0	0

## NON-DEPARTMENTAL

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
151,020	157,039	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>5,413,791</b>	<b>6,414,068</b>	<b>7,346,296</b>	<b>6,586,908</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>7,021,701</b>	<b>7,021,701</b>	<b>7,021,701</b>
0	0	20,000	20,000	60550 Capital Equipment	0	0	0
<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>16,217,748</b>	<b>19,643,581</b>	<b>20,383,852</b>	<b>19,314,132</b>	<b>TOTAL BUDGET</b>	<b>21,088,937</b>	<b>21,088,937</b>	<b>21,334,354</b>

## NON-DEPARTMENTAL

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	87,542	1.00	91,460	1.00	90,554	1.00	90,554	AA/EEO OFFICER	1.00	75,000	1.00	75,000	1.00	75,000
1.00	42,131	0.00	0	1.00	53,051	1.00	53,051	ADMINISTRATIVE ASSISTANT	0.00	0	0.00	0	0.00	0
0.80	30,355	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE SPECIALIST/NR	0.00	0	0.00	0	0.00	0
1.00	63,409	1.00	70,963	0.00	0	0.00	0	BOARD CLERK	0.00	0	0.00	0	0.00	0
0.00	0	2.00	51,152	0.00	0	0.00	0	COMMUNITY HEALTH SPECIALIST 1	0.00	0	0.00	0	0.00	0
1.00	88,000	1.00	91,560	1.00	91,560	1.00	91,560	COUNTY AUDITOR	1.00	91,560	1.00	91,560	1.00	91,560
1.00	113,046	1.00	136,200	1.00	136,672	1.00	136,672	COUNTY CHAIR	1.00	141,182	1.00	141,182	1.00	141,182
4.00	352,000	4.00	352,000	4.00	362,560	4.00	362,560	COUNTY COMMISSIONER	4.00	374,524	4.00	374,524	4.00	374,524
1.00	60,092	2.00	117,217	0.00	0	0.00	0	CREATIVE MEDIA COORDINATOR	0.00	0	0.00	0	0.00	0
0.00	0	1.00	49,339	0.00	0	0.00	0	DATA ANALYST	1.00	54,312	1.00	54,312	1.00	54,312
1.00	61,697	0.00	0	0.00	0	0.00	0	EMERGENCY MANAGEMENT ADMIN	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	HUMAN RESOURCES ANALYST 1	1.00	45,199	1.00	45,199	1.00	45,199
1.00	63,461	1.00	68,972	1.00	66,300	1.00	66,300	HUMAN RESOURCES ANALYST, SENIO	1.00	70,444	1.00	70,444	1.00	70,444
0.00	0	0.00	35,000	0.00	0	0.00	0	LEGAL ASSISTANT 1	0.00	0	0.00	0	0.00	0
0.80	39,853	1.00	52,337	1.00	52,337	1.00	52,337	LEGISLATIVE/ADMIN SECRETARY	1.00	55,608	1.00	55,608	1.00	55,608
1.00	79,396	1.00	82,969	0.00	0	0.00	0	MANAGEMENT ASSISTANT	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	2.00	110,400	2.00	110,400	MANAGEMENT AUDITOR	1.90	111,435	1.90	111,435	1.90	111,435
6.25	467,799	6.13	483,787	4.70	367,137	4.70	367,137	MANAGEMENT AUDITOR/SENIOR	4.75	374,212	4.75	374,212	4.75	374,212
0.00	0	0.00	0	1.00	55,858	1.00	55,858	MULTIMEDIA/VIDEO PRODUCTION SPE	1.00	57,611	1.00	57,611	1.00	57,611
0.00	0	3.50	152,461	1.50	77,397	1.50	77,397	PROGRAM COORDINATOR	0.50	30,540	0.50	30,540	0.50	30,540
0.00	0	0.50	38,423	0.50	38,423	0.50	38,423	PROGRAM MANAGER 1	0.00	0	0.00	0	0.60	51,009
1.00	102,602	0.50	57,794	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
2.00	102,753	1.00	50,311	1.00	53,051	1.00	53,051	PROGRAM SPECIALIST	4.00	207,928	4.00	207,928	4.00	207,928
0.10	6,644	0.63	39,493	0.60	42,577	0.60	42,577	PROGRAM SPECIALIST/SR	1.12	75,102	1.12	75,102	0.62	43,570
0.00	0	0.50	18,876	2.50	103,046	2.50	103,046	PROGRAM TECHNICIAN	0.50	19,603	0.50	19,603	0.50	19,603
0.00	0	3.00	116,400	2.50	75,754	2.50	75,754	PUBLIC AFFAIRS COORDINATOR	3.00	155,137	3.00	155,137	3.00	155,137
2.00	67,019	0.00	0	0.00	0	0.00	0	PUBLIC AFFAIRS COORDINATOR	0.00	0	0.00	0	0.00	0
1.00	83,465	1.00	97,705	0.00	0	0.00	0	PUBLIC RELATIONS COORDINATOR	0.00	0	0.00	0	0.00	0
0.00	-48,303	0.00	-99,230	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
23.40	1,474,080	29.70	1,923,577	33.60	2,142,495	33.60	2,142,495	STAFF ASSISTANT	32.10	2,142,159	32.10	2,142,159	32.10	2,142,159
1.00	93,730	0.00	0	1.00	93,766	1.00	93,766	TAX SUPR/ADMIN OFFICER	1.00	96,813	1.00	96,813	1.00	96,813
1.40	80,309	0.00	0	1.40	74,304	1.40	74,304	TAX SUPR/BUDGET ANALYST	1.40	79,637	1.40	79,637	1.40	79,637
<b>52.75</b>	<b>3,511,080</b>	<b>62.46</b>	<b>4,078,766</b>	<b>62.30</b>	<b>4,087,242</b>	<b>62.30</b>	<b>4,087,242</b>	<b>TOTAL BUDGET</b>	<b>62.27</b>	<b>4,258,006</b>	<b>62.27</b>	<b>4,258,006</b>	<b>62.37</b>	<b>4,277,483</b>

## NON-DEPARTMENTAL

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
691,731	797,938	901,035	1,031,806	60000 Permanent	792,478	792,478	842,937
96,165	42,101	331,705	398,518	60100 Temporary	57,287	57,287	59,531
2,959	3,664	0	0	60110 Overtime	0	0	0
195,208	233,384	269,641	308,508	60130 Salary-Related Exp	236,769	236,769	251,453
10,737	6,492	0	19,590	60135 Non-Base Fringe	11,404	11,404	11,404
159,507	218,437	257,846	298,852	60140 Insurance Benefits	214,118	214,118	241,328
3,104	1,684	0	32,355	60145 Non-Base Insurance	10,077	10,077	10,077
67,428	64,866	0	0	90001 ATYP Posting (CATS)	0	0	0
4,749	4,396	0	0	90002 ATYP On Call (CATS)	0	0	0
13,086	629	0	0	93002 Assess Labor	0	0	0
0	2,351	0	0	95102 Settle Labor	0	0	0
3,249	4,992	0	0	95200 ATYP Clean Up (Cent)	0	0	0
<b>1,247,924</b>	<b>1,380,934</b>	<b>1,760,227</b>	<b>2,089,629</b>	<b>TOTAL Personal Services</b>	<b>1,322,133</b>	<b>1,322,133</b>	<b>1,416,730</b>
0	107	0	0	60155 Direct Prog & Client Assist	0	0	0
525,348	537,571	1,028,615	1,087,862	60160 Pass-Thru & Pgm Supt	988,193	988,193	988,193
257,995	604,075	680,834	680,834	60170 Professional Services	716,371	716,371	746,931
<b>783,343</b>	<b>1,141,754</b>	<b>1,709,449</b>	<b>1,768,696</b>	<b>TOTAL Contractual Services</b>	<b>1,704,564</b>	<b>1,704,564</b>	<b>1,735,124</b>
11,679	11,405	2,500	2,500	60180 Printing	1,000	1,000	1,323
6,060	5,897	110,034	110,534	60200 Communications	71,105	71,105	72,785
2,224	6,637	800	800	60210 Rentals	8,500	8,500	8,500
0	1,506	850	850	60220 Repairs and Maintenance	115	115	115
72	239	0	0	60230 Postage	0	0	0
44,375	142,773	81,988	110,532	60240 Supplies	20,522	20,522	20,722
0	0	750	750	60250 Food	0	0	0
9,833	17,736	11,500	11,500	60260 Travel & Training	10,000	10,000	10,000
1,599	899	500	500	60270 Local Travel/Mileage	500	500	1,200
550	38,962	0	0	60290 Software Licenses/Maint	0	0	0
77	0	0	0	60320 Refunds	0	0	0
5,415	5,220	5,500	5,500	60340 Dues & Subscriptions	1,000	1,000	1,000
34,257	21,421	33,086	35,638	60350 Central Indirect	31,996	31,996	35,256
23,458	11,883	22,669	22,669	60370 Intl Svc Telephone	8,517	8,517	8,517
72,743	64,568	138,853	138,853	60380 Intl Svc Data Processing	210,472	210,472	210,472
8,745	0	0	0	60390 Intl Svc PC Flat Fee	0	0	0
10,359	5,035	7,070	7,070	60410 Intl Svc Motor Pool	5,500	5,500	5,500
3,140	5,114	4,157	4,157	60420 Intl Svc Electronics	0	0	0
70,089	50,661	50,499	50,499	60430 Intl Svc Bldg Mgmt	20,295	20,295	20,295
1,600	2,069	0	0	60440 Intl Svc Other	0	0	0
22,731	3,813	4,099	4,099	60460 Intl Svc Dist/Postage	2,072	2,072	3,752
0	1,259	0	0	60570 Bad Debt Expense	0	0	0
69,941	35,925	0	0	95101 Settle Matrl & Svcs	0	0	0
0	3,969	0	0	95107 Settle Int Svc Expenses	0	0	0
9,017	928	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>407,962</b>	<b>437,918</b>	<b>474,855</b>	<b>506,451</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>391,594</b>	<b>391,594</b>	<b>399,437</b>
18,224	0	0	0	95109 Settle Capital	0	0	0
<b>18,224</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2,457,454</b>	<b>2,960,605</b>	<b>3,944,531</b>	<b>4,364,776</b>	<b>TOTAL BUDGET</b>	<b>3,418,291</b>	<b>3,418,291</b>	<b>3,551,291</b>

## NON-DEPARTMENTAL

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	1.00	36,543	1.00	36,543	ADMINISTRATIVE ASSISTANT	0.00	0	0.00	0	0.00	0
0.00	0	1.00	36,098	0.00	0	0.00	0	ADMINISTRATIVE SPECIALIST	1.00	39,207	1.00	39,207	1.00	39,207
0.95	46,264	0.00	0	0.00	0	0.00	0	ADMINISTRATIVE SPECIALIST/NR	0.00	0	0.00	0	0.00	0
2.00	123,393	0.00	0	0.00	0	0.00	0	EMERGENCY MANAGEMENT ADMIN	0.00	0	0.00	0	0.00	0
0.50	23,504	0.50	28,564	0.50	28,564	0.50	28,564	FINANCE SPECIALIST 2	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM AIDE	0.00	0	0.00	0	1.80	50,459
0.00	0	0.50	25,425	0.50	25,809	0.50	25,809	PROGRAM COORDINATOR	0.50	30,540	0.50	30,540	0.50	30,540
0.00	0	0.50	38,423	0.50	38,423	0.50	38,423	PROGRAM MANAGER 1	0.00	0	0.00	0	0.40	31,532
0.00	8,034	0.50	57,794	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
0.50	26,428	1.00	50,457	1.00	46,058	1.00	46,058	PROGRAM SPECIALIST	0.90	48,878	0.90	48,878	0.90	48,878
5.25	333,046	6.38	365,778	5.39	360,696	5.39	360,696	PROGRAM SPECIALIST/SR	4.72	317,002	4.72	317,002	4.22	285,470
0.00	0	0.50	18,856	0.50	19,176	0.50	19,176	PROGRAM TECHNICIAN	0.50	19,603	0.50	19,603	0.50	19,603
0.00	-187,067	0.00	-90,873	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
3.75	318,129	3.00	267,416	4.10	345,766	4.10	345,766	STAFF ASSISTANT	3.97	337,248	3.97	337,248	3.97	337,248
<b>12.95</b>	<b>691,731</b>	<b>13.88</b>	<b>797,938</b>	<b>13.49</b>	<b>901,035</b>	<b>13.49</b>	<b>901,035</b>	<b>TOTAL BUDGET</b>	<b>11.59</b>	<b>792,478</b>	<b>11.59</b>	<b>792,478</b>	<b>13.29</b>	<b>842,937</b>

NON-DEPARTMENTAL

FUND 1506: County School Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
200,816	186,555	187,100	187,100	60160 Pass-Thru & Pgm Supt	23,800	23,800	23,800
200,816	186,555	187,100	187,100	TOTAL Contractual Services	23,800	23,800	23,800
200,816	186,555	187,100	187,100	TOTAL BUDGET	23,800	23,800	23,800

NON-DEPARTMENTAL

FUND 1511: Special Excise Taxes Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
18,245,134	21,437,249	20,055,250	20,055,250	60160 Pass-Thru & Pgm Supt	23,689,500	23,689,500	23,689,500
18,245,134	21,437,249	20,055,250	20,055,250	TOTAL Contractual Services	23,689,500	23,689,500	23,689,500
18,245,134	21,437,249	20,055,250	20,055,250	TOTAL BUDGET	23,689,500	23,689,500	23,689,500



FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	1,945,151	1,945,151	60160 Pass-Thru & Pgm Supt	1,837,418	1,837,418	1,837,418
0	0	1,945,151	1,945,151	TOTAL Contractual Services	1,837,418	1,837,418	1,837,418
0	0	1,945,151	1,945,151	TOTAL BUDGET	1,837,418	1,837,418	1,837,418

## NON-DEPARTMENTAL

## FUND 1519: Video Lottery Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	0	85,000	60000 Permanent	87,869	87,869	87,869
0	0	0	25,415	60130 Salary-Related Exp	26,273	26,273	26,273
0	0	0	19,917	60140 Insurance Benefits	20,962	20,962	20,962
<b>0</b>	<b>0</b>	<b>0</b>	<b>130,332</b>	<b>TOTAL Personal Services</b>	<b>135,104</b>	<b>135,104</b>	<b>135,104</b>
0	0	0	150,000	60160 Pass-Thru & Pgm Supt	0	0	0
0	0	0	30,000	60170 Professional Services	129,000	129,000	129,000
<b>0</b>	<b>0</b>	<b>0</b>	<b>180,000</b>	<b>TOTAL Contractual Services</b>	<b>129,000</b>	<b>129,000</b>	<b>129,000</b>
0	0	0	500	60180 Printing	250	250	250
0	0	0	2,500	60240 Supplies	1,408	1,408	1,408
0	0	0	1,000	60260 Travel & Training	1,500	1,500	1,500
0	0	0	2,000	60270 Local Travel/Mileage	2,000	2,000	2,000
0	0	0	30,000	60340 Dues & Subscriptions	30,000	30,000	30,000
0	0	0	1,800	60370 Intl Svc Telephone	774	774	774
0	0	0	3,000	60380 Intl Svc Data Processing	7,147	7,147	7,147
0	0	0	200	60410 Intl Svc Motor Pool	0	0	0
0	0	0	5,000	60430 Intl Svc Bldg Mgmt	6,042	6,042	6,042
0	0	0	712,888	60450 Intl Svc Capital Debt Retire	712,888	712,888	712,888
0	0	0	500	60460 Intl Svc Dist/Postage	96	96	96
<b>0</b>	<b>0</b>	<b>0</b>	<b>759,388</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>762,105</b>	<b>762,105</b>	<b>762,105</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>1,069,720</b>	<b>TOTAL BUDGET</b>	<b>1,026,209</b>	<b>1,026,209</b>	<b>1,026,209</b>

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	0	0.00	0	0.00	0	STAFF ASSISTANT	1.00	87,869	1.00	87,869	1.00	87,869
0.00	0	0.00	0	0.00	0	0.00	0	TOTAL BUDGET	1.00	87,869	1.00	87,869	1.00	87,869

## NON-DEPARTMENTAL

## FUND 2001: Revenue Bond Sinking Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	5,600	8,000	8,000	60170 Professional Services	0	0	0
<b>0</b>	<b>5,600</b>	<b>8,000</b>	<b>8,000</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
395,000	415,000	2,430,000	2,430,000	60490 Principal	0	0	0
152,105	132,665	242,690	242,690	60500 Interest	0	0	0
<b>547,105</b>	<b>547,665</b>	<b>2,672,690</b>	<b>2,672,690</b>	<b>TOTAL Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>547,105</b>	<b>553,265</b>	<b>2,680,690</b>	<b>2,680,690</b>	<b>TOTAL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>

## NON-DEPARTMENTAL

## FUND 2002: Capital Lease Retirement Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
86,603	46,300	20,000	20,000	60170 Professional Services	4,000	4,000	4,000
<b>86,603</b>	<b>46,300</b>	<b>20,000</b>	<b>20,000</b>	<b>TOTAL Contractual Services</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
11	788	0	0	60350 Central Indirect	0	0	0
0	35	0	0	60410 Intl Svc Motor Pool	0	0	0
<b>11</b>	<b>823</b>	<b>0</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
15,767,428	7,826,574	8,503,624	8,503,624	60490 Principal	8,917,239	8,917,239	8,917,239
3,449,999	3,472,343	13,420,198	13,420,198	60500 Interest	9,413,666	9,413,666	9,413,666
<b>19,217,428</b>	<b>11,298,917</b>	<b>21,923,822</b>	<b>21,923,822</b>	<b>TOTAL Debt Service</b>	<b>18,330,905</b>	<b>18,330,905</b>	<b>18,330,905</b>
<b>19,304,041</b>	<b>11,346,040</b>	<b>21,943,822</b>	<b>21,943,822</b>	<b>TOTAL BUDGET</b>	<b>18,334,905</b>	<b>18,334,905</b>	<b>18,334,905</b>

## NON-DEPARTMENTAL

## FUND 2003: General Obligation Bond Sinking Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
400	425	0	0	60170 Professional Services	0	0	0
<b>400</b>	<b>425</b>	<b>0</b>	<b>0</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
6,860,000	6,555,000	6,825,000	6,825,000	60490 Principal	6,860,000	6,860,000	6,860,000
2,567,359	1,919,214	1,644,675	1,644,675	60500 Interest	1,302,550	1,302,550	1,302,550
49,710,000	0	0	0	60510 Advance Refund	0	0	0
<b>59,137,359</b>	<b>8,474,214</b>	<b>8,469,675</b>	<b>8,469,675</b>	<b>TOTAL Debt Service</b>	<b>8,162,550</b>	<b>8,162,550</b>	<b>8,162,550</b>
<b>59,137,759</b>	<b>8,474,639</b>	<b>8,469,675</b>	<b>8,469,675</b>	<b>TOTAL BUDGET</b>	<b>8,162,550</b>	<b>8,162,550</b>	<b>8,162,550</b>

## NON-DEPARTMENTAL

## FUND 2004: PERS Bond Sinking Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
400	400	50,000	50,000	60170 Professional Services	50,000	50,000	50,000
<b>400</b>	<b>400</b>	<b>50,000</b>	<b>50,000</b>	<b>TOTAL Contractual Services</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
7,740,000	9,150,000	10,710,000	10,710,000	60490 Principal	4,478,963	4,478,963	4,478,963
6,609,085	6,051,805	5,388,430	5,388,430	60500 Interest	12,562,637	12,562,637	12,562,637
<b>14,349,085</b>	<b>15,201,805</b>	<b>16,098,430</b>	<b>16,098,430</b>	<b>TOTAL Debt Service</b>	<b>17,041,600</b>	<b>17,041,600</b>	<b>17,041,600</b>
<b>14,349,485</b>	<b>15,202,205</b>	<b>16,148,430</b>	<b>16,148,430</b>	<b>TOTAL BUDGET</b>	<b>17,091,600</b>	<b>17,091,600</b>	<b>17,091,600</b>

## NON-DEPARTMENTAL

## FUND 2508: Capital Acquisition Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	9,056	0	0	60000 Permanent	0	0	0
0	716	0	0	60130 Salary-Related Exp	0	0	0
0	1,719	0	0	60140 Insurance Benefits	0	0	0
<b>0</b>	<b>11,491</b>	<b>0</b>	<b>0</b>	<b>TOTAL Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	170,831	0	0	60170 Professional Services	0	0	0
<b>0</b>	<b>170,831</b>	<b>0</b>	<b>0</b>	<b>TOTAL Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	1,791	0	0	60190 Utilities	0	0	0
0	36,558	0	0	60220 Repairs and Maintenance	0	0	0
0	276,422	0	0	60240 Supplies	0	0	0
0	65	0	0	60270 Local Travel/Mileage	0	0	0
0	206,479	0	0	60290 Software Licenses/Maint	0	0	0
<b>0</b>	<b>521,316</b>	<b>0</b>	<b>0</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	11,070	0	0	60530 Buildings	0	0	0
0	365,623	0	0	60550 Capital Equipment	0	0	0
<b>0</b>	<b>376,693</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0</b>	<b>1,080,332</b>	<b>0</b>	<b>0</b>	<b>TOTAL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>



FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
0.00	0	0.00	9,056	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
0.00	0	0.00	9,056	0.00	0	0.00	0	TOTAL BUDGET	0.00	0	0.00	0	0.00	0

## NON-DEPARTMENTAL

## FUND 3500: Risk Management Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,884,757	1,803,860	2,063,708	2,063,708	60000	Permanent	2,121,408	2,121,408	2,121,408
21,476	62,256	10,000	10,000	60100	Temporary	10,000	10,000	10,000
128	0	0	0	60110	Overtime	0	0	0
544,742	539,615	617,049	617,049	60130	Salary-Related Exp	634,301	634,301	634,301
4,397	6,316	834	834	60135	Non-Base Fringe	834	834	834
393,812	398,956	471,403	471,403	60140	Insurance Benefits	489,905	489,905	489,905
824	7,294	250	250	60145	Non-Base Insurance	250	250	250
-11,567	-5,619	0	0	90001	ATYP Posting (CATS)	0	0	0
-349	18	0	0	95102	Settle Labor	0	0	0
<b>2,838,221</b>	<b>2,812,695</b>	<b>3,163,244</b>	<b>3,163,244</b>	<b>TOTAL Personal Services</b>		<b>3,256,698</b>	<b>3,256,698</b>	<b>3,256,698</b>
55,185	61,476	25,000	25,000	60170	Professional Services	30,000	30,000	30,000
<b>55,185</b>	<b>61,476</b>	<b>25,000</b>	<b>25,000</b>	<b>TOTAL Contractual Services</b>		<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
4,726	5,051	5,000	5,000	60180	Printing	5,000	5,000	5,000
0	0	1,116	1,116	60200	Communications	6,000	6,000	6,000
0	0	9,777	9,777	60220	Repairs and Maintenance	7,000	7,000	7,000
81	85	0	0	60230	Postage	0	0	0
10,894	19,564	70,000	70,000	60240	Supplies	30,000	30,000	30,000
55	0	0	0	60245	Lib Books & Matrls	0	0	0
68	0	0	0	60246	Medical & Dental Supplies	0	0	0
3,667	7,909	20,000	20,000	60260	Travel & Training	20,000	20,000	20,000
403	490	1,500	1,500	60270	Local Travel/Mileage	1,500	1,500	1,500
1,919	1,204	0	0	60290	Software Licenses/Maint	0	0	0
31,358	21,216	50,000	50,000	60340	Dues & Subscriptions	50,000	50,000	50,000
17,206	14,775	27,707	27,707	60370	Intl Svc Telephone	19,357	19,357	19,357
80,070	147,809	109,089	109,089	60380	Intl Svc Data Processing	191,604	191,604	191,604
15,780	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
810	850	810	810	60410	Intl Svc Motor Pool	850	850	850
331	0	0	0	60420	Intl Svc Electronics	0	0	0
253,477	246,039	244,824	244,824	60430	Intl Svc Bldg Mgmt	254,569	254,569	254,569
0	60	0	0	60440	Intl Svc Other	0	0	0
24,048	23,918	21,576	21,576	60460	Intl Svc Dist/Postage	32,799	32,799	32,799
-16,098	-21,982	0	0	95101	Settle Matrl & Svcs	0	0	0
0	2	0	0	95110	Settle Inv Acctnt	0	0	0
6,069	8,479	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>434,863</b>	<b>475,468</b>	<b>561,399</b>	<b>561,399</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>618,679</b>	<b>618,679</b>	<b>618,679</b>
<b>3,328,269</b>	<b>3,349,639</b>	<b>3,749,643</b>	<b>3,749,643</b>	<b>TOTAL BUDGET</b>		<b>3,905,377</b>	<b>3,905,377</b>	<b>3,905,377</b>

## NON-DEPARTMENTAL

## FUND 3500: Risk Management Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	50,257	0.80	41,629	0.80	41,028	0.80	41,028	ADMINISTRATIVE ASSISTANT	1.00	52,664	1.00	52,664	1.00	52,664
2.00	129,014	2.00	134,788	1.00	75,000	1.00	75,000	ASST COUNTY ATTORNEY 1	2.00	172,272	2.00	172,272	2.00	172,272
4.00	338,983	3.00	249,353	5.00	413,597	5.00	413,597	ASST COUNTY ATTORNEY 2	4.00	349,564	4.00	349,564	4.00	349,564
7.80	816,114	9.00	977,624	7.00	798,545	7.00	798,545	ASST COUNTY ATTORNEY/SENIOR	8.00	919,101	8.00	919,101	8.00	919,101
1.00	150,152	1.00	156,870	1.00	153,520	1.00	153,520	COUNTY ATTORNEY	1.00	161,500	1.00	161,500	1.00	161,500
1.00	131,925	1.00	137,828	2.00	280,000	2.00	280,000	DEPUTY COUNTY ATTORNEY	1.00	148,750	1.00	148,750	1.00	148,750
1.00	40,185	0.00	0	0.00	0	0.00	0	LEGAL ASSISTANT 1	0.00	0	0.00	0	0.00	0
0.00	0	1.00	41,604	0.00	0	0.00	0	LEGAL ASSISTANT 1/NR	0.00	0	0.00	0	0.00	0
2.00	92,983	2.00	97,143	3.00	137,269	3.00	137,269	LEGAL ASSISTANT 2/NR	3.00	145,339	3.00	145,339	3.00	145,339
1.00	53,115	1.00	44,392	1.00	56,046	1.00	56,046	LEGAL ASSISTANT, SR/NR	1.00	58,958	1.00	58,958	1.00	58,958
1.00	61,075	1.00	63,809	1.00	64,447	1.00	64,447	MANAGEMENT ASSISTANT	0.00	0	0.00	0	0.00	0
1.00	40,948	1.00	42,396	1.00	44,256	1.00	44,256	OFFICE ASSISTANT/SR	1.00	45,463	1.00	45,463	1.00	45,463
0.00	0	0.00	0	0.00	0	0.00	0	PARALEGAL	1.00	67,797	1.00	67,797	1.00	67,797
0.00	-19,994	0.00	-183,576	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
22.80	1,884,757	22.80	1,803,860	22.80	2,063,708	22.80	2,063,708	TOTAL BUDGET	23.00	2,121,408	23.00	2,121,408	23.00	2,121,408

## NON-DEPARTMENTAL

## FUND 3503: Information Technology Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	0	3,959,429	60170 Professional Services	0	0	0
0	0	0	3,959,429	<b>TOTAL Contractual Services</b>	0	0	0
0	0	0	38,987	60290 Software Licenses/Maint	0	0	0
0	0	0	38,987	<b>TOTAL Materials &amp; Supplies</b>	0	0	0
0	0	0	353,887	60550 Capital Equipment	0	0	0
0	0	0	353,887	<b>TOTAL Capital Outlay</b>	0	0	0
0	0	0	4,352,303	<b>TOTAL BUDGET</b>	0	0	0



# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

## **Sheriff's Office Expenditure and Position Detail by Fund**

# **Departmental Budget Detail by Fund**

**fy2013 adopted budget**

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## SHERIFF

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
46,724,703	46,362,136	45,739,640	46,214,337	60000	Permanent	46,936,627	46,936,627	46,916,425
415,326	522,876	268,708	268,708	60100	Temporary	262,866	262,866	262,866
6,589,130	6,918,979	3,155,930	3,155,930	60110	Overtime	3,254,687	3,254,687	3,281,097
1,392,928	1,401,394	1,266,883	1,266,883	60120	Premium	1,266,884	1,266,884	1,266,884
18,860,312	19,719,415	18,334,270	18,516,777	60130	Salary-Related Exp	18,678,151	18,678,151	18,673,623
77,883	96,005	22,412	22,412	60135	Non-Base Fringe	32,444	32,444	32,444
13,803,477	14,673,690	14,566,814	14,705,865	60140	Insurance Benefits	15,187,231	15,187,231	15,202,051
29,558	37,897	19,078	19,078	60145	Non-Base Insurance	34,665	34,665	34,665
-526,954	-562,546	0	0	90001	ATYP Posting (CATS)	0	0	0
-302	0	0	0	90002	ATYP On Call (CATS)	0	0	0
-50,172	-154,596	0	0	92001	Sheriff Office OT (CATS)	0	0	0
-7,673,789	-7,750,545	0	0	93002	Assess Labor	0	0	0
-18,247	-435	0	0	95102	Settle Labor	0	0	0
<b>79,623,853</b>	<b>81,264,269</b>	<b>83,373,735</b>	<b>84,169,990</b>	<b>TOTAL Personal Services</b>		<b>85,653,555</b>	<b>85,653,555</b>	<b>85,670,055</b>
46,117	46,432	49,082	49,082	60160	Pass-Thru & Pgm Supt	50,309	50,309	50,309
761,886	744,871	660,164	660,164	60170	Professional Services	671,664	671,664	671,664
<b>808,002</b>	<b>791,302</b>	<b>709,246</b>	<b>709,246</b>	<b>TOTAL Contractual Services</b>		<b>721,973</b>	<b>721,973</b>	<b>721,973</b>
135,102	131,952	137,686	137,686	60180	Printing	141,174	141,174	141,174
7,888	6,233	1,258	1,258	60190	Utilities	1,290	1,290	1,290
575,066	638,535	728,750	772,841	60200	Communications	748,080	748,080	748,080
63,141	57,538	78,001	78,001	60210	Rentals	80,051	80,051	80,051
90,256	71,382	451,598	451,598	60220	Repairs and Maintenance	481,229	481,229	481,229
2,289	3,945	3,548	3,548	60230	Postage	3,788	3,788	3,788
1,697,149	1,632,984	1,349,604	2,665,291	60240	Supplies	1,466,549	1,466,549	1,475,521
296	0	0	0	60246	Medical & Dental Supplies	0	0	0
2,764,861	2,556,594	2,653,919	2,653,919	60250	Food	2,720,267	2,720,267	2,720,267
127,689	140,755	216,822	227,147	60260	Travel & Training	234,827	234,827	234,827
5,698	5,453	56,720	56,720	60270	Local Travel/Mileage	47,578	47,578	47,578
236,585	238,320	112,086	112,086	60290	Software Licenses/Maint	115,649	115,649	115,649
0	27	0	0	60320	Refunds	0	0	0
0	500	0	0	60330	Claims Paid	0	0	0
8,314	5,032	9,745	9,745	60340	Dues & Subscriptions	9,989	9,989	9,989
361,459	260,454	263,399	263,399	60370	Intl Svc Telephone	222,753	222,753	222,753
2,146,136	2,560,288	2,253,241	2,253,241	60380	Intl Svc Data Processing	2,940,768	2,940,768	2,940,768
2,676	0	0	0	60390	Intl Svc PC Flat Fee	0	0	0
1,541,900	1,693,193	1,725,346	1,725,346	60410	Intl Svc Motor Pool	1,849,274	1,849,274	1,849,274
409,300	384,903	421,343	434,503	60420	Intl Svc Electronics	442,774	442,774	442,774
6,494,101	6,823,647	6,979,539	6,979,539	60430	Intl Svc Bldg Mgmt	7,565,029	7,565,029	7,565,029
29,278	22,740	0	0	60440	Intl Svc Other	0	0	0
213,373	220,013	143,061	143,061	60460	Intl Svc Dist/Postage	132,652	132,652	132,652
0	160	0	0	60570	Bad Debt Expense	0	0	0
0	-8	0	0	60610	Loss from Inventory Revaluatio	0	0	0
0	-3,494	0	0	60615	Physical Inventory Adjustment	0	0	0
0	140	0	0	60620	Inventory Cost Difference	0	0	0
-120	-8	0	0	60680	Cash Discounts Taken	0	0	0
-590,528	-734,937	0	0	93007	Assess Int Svc Expenses	0	0	0
-6,581	-4,524	0	0	95101	Settle Matrl & Svcs	0	0	0
38,503	1,196	0	0	95107	Settle Int Svc Expenses	0	0	0
93	1,216	0	0	95110	Settle Inv Acct	0	0	0



## SHERIFF

## FUND 1000: General Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
12	208	0	0	95112 Settle Equip Use	0	0	0
495,772	252,171	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>16,849,709</b>	<b>16,966,612</b>	<b>17,585,666</b>	<b>18,968,929</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>19,203,721</b>	<b>19,203,721</b>	<b>19,212,693</b>
272	0	0	0	60540 Other Improvements	0	0	0
127,912	231,936	135,398	135,398	60550 Capital Equipment	115,398	115,398	115,398
<b>128,185</b>	<b>231,936</b>	<b>135,398</b>	<b>135,398</b>	<b>TOTAL Capital Outlay</b>	<b>115,398</b>	<b>115,398</b>	<b>115,398</b>
<b>97,409,749</b>	<b>99,254,119</b>	<b>101,804,045</b>	<b>103,983,563</b>	<b>TOTAL BUDGET</b>	<b>105,694,647</b>	<b>105,694,647</b>	<b>105,720,119</b>

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	60,268	1.00	62,410	1.00	63,350	1.00	63,350	ADMINISTRATIVE ANALYST	1.00	62,920	1.00	62,920	1.00	62,920
1.00	65,360	1.00	68,283	1.00	68,283	1.00	68,283	ADMINISTRATIVE ANALYST, SENIOR	1.00	70,502	1.00	70,502	1.00	70,502
2.00	112,149	2.00	116,135	1.00	58,005	1.00	58,005	BACKGROUND INVESTIGATOR	2.00	109,845	2.00	109,845	2.00	109,845
0.00	0	0.00	0	0.00	0	0.00	0	BUDGET ANALYST	1.00	66,789	1.00	66,789	1.00	66,789
7.00	796,048	11.00	1,283,936	6.00	708,700	6.00	708,700	CAPTAIN	6.00	741,921	6.00	741,921	6.00	741,921
2.00	239,052	2.00	249,746	3.00	370,872	3.00	370,872	CHIEF DEPUTY	3.00	389,257	3.00	389,257	3.00	389,257
8.00	444,018	5.50	308,143	3.00	169,191	3.00	169,191	CIVIL DEPUTY	3.00	171,414	3.00	171,414	3.00	171,414
1.00	67,510	1.00	67,004	1.00	67,985	1.00	67,985	CIVIL DEPUTY/SR	1.00	68,910	1.00	68,910	1.00	68,910
18.00	963,426	18.00	1,078,734	17.00	1,042,733	17.00	1,042,733	CORRECTIONS COUNSELOR	16.00	981,038	16.00	981,038	16.00	981,038
2.00	117,135	2.00	129,766	2.00	133,663	2.00	133,663	CORRECTIONS HEARINGS OFFICER	2.00	133,578	2.00	133,578	2.00	133,578
314.50	21,734,780	334.66	23,578,019	340.30	23,943,915	340.30	23,943,915	CORRECTIONS OFFICER	346.20	24,800,429	346.20	24,800,429	346.20	24,800,429
38.57	3,396,038	29.54	2,675,653	29.54	2,680,219	29.54	2,680,219	CORRECTIONS SERGEANT	32.10	3,000,894	32.10	3,000,894	32.10	3,000,894
5.00	224,300	5.00	230,936	4.00	188,345	4.00	188,345	CORRECTIONS TECHNICIAN	4.00	192,728	4.00	192,728	4.00	192,728
0.00	0	0.00	0	1.00	73,268	1.00	73,268	DATA ANALYST	1.00	72,987	1.00	72,987	0.00	0
58.02	4,074,386	61.37	4,231,330	65.35	4,571,038	65.35	4,571,038	DEPUTY SHERIFF	60.60	4,268,849	60.60	4,268,849	60.60	4,268,849
2.00	112,405	2.00	116,401	0.00	0	0.00	0	DESKTOP SUPPORT SPECIALIST/SENI	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	1.00	73,518	1.00	73,518	DEVELOPMENT ANALYST	1.00	73,008	1.00	73,008	1.00	73,008
23.01	1,094,358	23.01	1,153,249	23.37	1,196,946	23.37	1,196,946	EQUIPMENT/PROPERTY TECHNICIAN	22.37	1,144,690	22.37	1,144,690	22.37	1,144,690
0.80	73,339	0.00	0	0.00	0	0.00	0	EXECUTIVE ASSISTANT	0.00	0	0.00	0	0.00	0
40.83	1,674,775	41.83	1,760,801	42.10	1,829,403	42.10	1,829,403	FACILITY SECURITY OFFICER	40.10	1,720,051	40.10	1,720,051	40.10	1,720,051
0.00	0	0.00	0	1.00	102,380	1.00	102,380	FINANCE MANAGER	1.00	105,819	1.00	105,819	1.00	105,819
1.00	46,205	1.00	47,836	1.00	48,567	1.00	48,567	FINANCE SPECIALIST 1	1.00	50,120	1.00	50,120	1.00	50,120
1.00	55,165	1.00	57,128	1.00	58,005	1.00	58,005	FINANCE SPECIALIST 2	1.00	59,301	1.00	59,301	1.00	59,301
2.00	111,830	2.00	118,546	2.00	123,898	2.00	123,898	FINANCE SPECIALIST/SR	1.00	59,941	1.00	59,941	1.00	59,941
5.00	193,316	4.00	156,371	4.00	163,279	4.00	163,279	FINANCE TECHNICIAN	4.00	163,487	4.00	163,487	4.00	163,487
1.00	50,517	1.00	53,379	1.00	55,795	1.00	55,795	FLEET MAINTENANCE TECHNICIAN 3	1.00	55,931	1.00	55,931	1.00	55,931
2.00	101,505	2.00	106,047	2.00	106,047	2.00	106,047	HUMAN RESOURCES ANALYST 1	1.00	45,762	1.00	45,762	1.00	45,762
2.00	129,184	2.00	134,966	2.00	134,966	2.00	134,966	HUMAN RESOURCES ANALYST 2	3.00	200,787	3.00	200,787	3.00	200,787
1.00	87,910	1.00	91,842	1.00	91,841	1.00	91,841	HUMAN RESOURCES MANAGER 2	1.00	97,670	1.00	97,670	1.00	97,670
1.00	39,310	1.00	44,308	1.00	46,320	1.00	46,320	INVESTIGATIVE TECHNICIAN	1.00	46,842	1.00	46,842	2.00	86,914
1.00	93,357	1.00	97,534	1.00	96,114	1.00	96,114	IT MANAGER 1	1.00	102,214	1.00	102,214	1.00	102,214
1.00	81,666	1.00	85,320	1.00	84,078	1.00	84,078	IT SUPERVISOR	0.00	0	0.00	0	0.00	0
1.00	58,757	0.00	0	0.00	0	0.00	0	LAUNDRY SUPERVISOR	0.00	0	0.00	0	0.00	0
1.00	51,344	1.00	55,000	1.00	57,783	1.00	57,783	LEGISLATIVE/ADMIN SECRETARY	2.00	115,656	2.00	115,656	2.00	115,656
3.00	307,535	1.00	97,512	4.00	413,686	4.00	413,686	LIEUTENANT	4.00	436,516	4.00	436,516	4.00	436,516
9.00	921,239	8.00	842,510	8.00	840,361	8.00	840,361	LIEUTENANT/CORRECTIONS	8.00	889,472	8.00	889,472	8.00	889,472
3.00	144,840	3.00	149,993	3.00	154,470	3.00	154,470	LOGISTICS EVIDENCE TECH	3.00	153,378	3.00	153,378	3.00	153,378
0.00	0	0.00	0	0.00	0	0.00	0	MANAGEMENT ASSISTANT	1.00	85,644	1.00	85,644	1.00	85,644
0.00	0	0.00	0	1.00	100,867	1.00	100,867	MANAGER 2	1.00	99,868	1.00	99,868	1.00	99,868
2.00	151,248	2.00	146,729	2.00	141,232	2.00	141,232	MCSO CORRECTIONS PROGRAM ADM	2.00	147,750	2.00	147,750	2.00	147,750
6.00	312,306	6.00	323,454	6.00	332,540	6.00	332,540	MCSO RECORDS COORDINATOR	6.00	327,934	6.00	327,934	6.00	327,934
49.00	2,108,644	49.00	2,175,329	47.00	2,141,589	47.00	2,141,589	MCSO RECORDS TECHNICIAN	46.00	2,081,634	46.00	2,081,634	46.00	2,081,634
0.50	31,122	0.50	32,515	0.50	32,515	0.50	32,515	MCSO VOLUNTEER PROGRAM COORD	0.00	0	0.00	0	0.00	0

## SHERIFF

## FUND 1000: General Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
5.50	200,607	5.00	188,860	5.00	191,680	5.00	191,680	OFFICE ASSISTANT 2	5.00	190,320	5.00	190,320	6.00	223,563
9.90	411,216	9.90	425,952	9.90	432,727	9.90	432,727	OFFICE ASSISTANT/SR	9.90	433,391	9.90	433,391	9.90	433,391
1.00	62,223	1.00	66,281	0.00	0	0.00	0	OPERATIONS SUPERVISOR	0.00	0	0.00	0	0.00	0
0.75	43,096	0.75	44,630	1.00	62,222	1.00	62,222	PROCUREMENT ANALYST/SR	1.00	63,596	1.00	63,596	1.00	63,596
0.00	0	0.00	0	1.00	63,796	1.00	63,796	PROGRAM COMMUNICATIONS & WEB	1.00	65,245	1.00	65,245	1.00	65,245
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM COORDINATOR	2.50	127,598	2.50	127,598	2.50	127,598
2.00	193,094	2.00	201,734	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00	0	0.00	0
1.00	111,744	1.00	116,744	0.00	0	0.00	0	PROGRAM MANAGER/SENIOR	0.00	0	0.00	0	0.00	0
3.50	246,031	3.50	257,040	3.50	255,264	3.50	255,264	PROGRAM SUPERVISOR	3.50	270,542	3.50	270,542	3.50	270,542
4.00	290,813	0.00	0	0.00	0	0.00	0	RESEARCH/EVALUATION ANALYST, S	1.00	81,576	1.00	81,576	0.00	0
0.00	0	3.00	226,084	2.00	160,608	2.00	160,608	RESEARCH/EVALUATION ANALYST/SR	1.00	79,747	1.00	79,747	3.00	234,310
0.00	3,151,435	0.00	1,242,863	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
12.00	1,079,335	13.00	1,160,803	14.00	1,227,105	14.00	1,227,105	SERGEANT	16.00	1,427,390	16.00	1,427,390	15.00	1,333,873
1.00	33,349	1.00	35,721	1.00	37,208	1.00	37,208	SEWING SPECIALIST	1.00	36,941	1.00	36,941	1.00	36,941
1.00	135,000	1.00	135,000	1.00	136,672	1.00	136,672	SHERIFF	1.00	144,628	1.00	144,628	1.00	144,628
0.00	0	0.00	0	1.00	55,000	1.00	55,000	STAFF ASSISTANT	1.00	64,454	1.00	64,454	1.00	64,454
3.00	232,955	3.00	241,224	4.00	327,707	4.00	327,707	SYSTEMS ADMINISTRATOR	4.00	320,099	4.00	320,099	4.00	320,099
1.00	89,162	1.00	92,335	1.00	96,484	1.00	96,484	SYSTEMS ADMINISTRATOR/SR	1.00	98,722	1.00	98,722	1.00	98,722
1.00	118,296	0.00	0	1.00	127,400	1.00	127,400	UNDERSHERIFF	1.00	136,842	1.00	136,842	1.00	136,842
<b>663.88</b>	<b>46,724,703</b>	<b>673.56</b>	<b>46,362,136</b>	<b>677.56</b>	<b>45,739,640</b>	<b>677.56</b>	<b>45,739,640</b>	<b>TOTAL BUDGET</b>	<b>682.27</b>	<b>46,936,627</b>	<b>682.27</b>	<b>46,936,627</b>	<b>683.27</b>	<b>46,916,425</b>

## SHERIFF

## FUND 1502: Emergency Communications Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
292,484	169,113	229,906	229,906	60200	Communications	230,692	230,692	230,692
7,956	2,875	5,794	5,794	60350	Central Indirect	4,798	4,798	4,798
15,794	9,470	14,300	14,300	60355	Dept Indirect	14,510	14,510	14,510
<b>316,234</b>	<b>181,458</b>	<b>250,000</b>	<b>250,000</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>250,000</b>	<b>250,000</b>	<b>250,000</b>
<b>316,234</b>	<b>181,458</b>	<b>250,000</b>	<b>250,000</b>	<b>TOTAL BUDGET</b>		<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

## SHERIFF

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
349,012	750,068	5,005,021	4,581,958	60000	Permanent	4,786,207	4,786,207	4,812,240
248,517	21,633	421,205	302,096	60110	Overtime	201,017	201,017	233,475
2,950	6,744	1,615	1,615	60120	Premium	373	373	373
209,671	280,378	2,079,448	1,865,904	60130	Salary-Related Exp	1,898,756	1,898,756	1,921,299
121,508	223,938	1,510,443	1,371,539	60140	Insurance Benefits	1,431,987	1,431,987	1,443,228
313,414	335,728	0	0	90001	ATYP Posting (CATS)	0	0	0
302	0	0	0	90002	ATYP On Call (CATS)	0	0	0
262,652	303,901	0	0	92001	Sheriff Office OT (CATS)	0	0	0
7,823,027	7,688,015	0	0	93002	Assess Labor	0	0	0
196	-22,407	0	0	95102	Settle Labor	0	0	0
<b>9,331,249</b>	<b>9,587,997</b>	<b>9,017,732</b>	<b>8,123,112</b>	<b>TOTAL Personal Services</b>		<b>8,318,340</b>	<b>8,318,340</b>	<b>8,410,615</b>
4,847	3,150	0	0	60160	Pass-Thru & Pgm Supt	0	0	0
28,885	16,428	44,222	54,813	60170	Professional Services	24,228	24,228	24,228
<b>33,732</b>	<b>19,579</b>	<b>44,222</b>	<b>54,813</b>	<b>TOTAL Contractual Services</b>		<b>24,228</b>	<b>24,228</b>	<b>24,228</b>
1,133	1,142	0	0	60180	Printing	0	0	0
828	1,485	5,000	5,000	60200	Communications	5,000	5,000	5,000
53	0	5,175	5,175	60210	Rentals	4,068	4,068	4,068
29,655	24,708	6,719	6,719	60220	Repairs and Maintenance	0	0	0
44	0	0	0	60230	Postage	0	0	0
201,760	193,534	50,785	53,746	60240	Supplies	77,745	77,745	94,259
2,206	7,961	10,643	10,643	60250	Food	10,643	10,643	10,643
24,576	17,093	18,041	12,716	60260	Travel & Training	10,217	10,217	30,217
0	5	5,257	5,257	60270	Local Travel/Mileage	0	0	0
2,816	0	0	0	60290	Software Licenses/Maint	0	0	0
40	609	0	0	60340	Dues & Subscriptions	0	0	0
250,521	156,560	224,104	199,282	60350	Central Indirect	186,666	186,666	189,345
497,357	515,726	553,142	491,876	60355	Dept Indirect	518,905	518,905	527,006
1,313	371	0	0	60410	Intl Svc Motor Pool	0	0	0
18,433	0	0	0	60420	Intl Svc Electronics	0	0	0
0	92	0	0	60570	Bad Debt Expense	0	0	0
-70,119	-35,925	0	0	95101	Settle Matrl & Svcs	0	0	0
-51	-3,969	0	0	95107	Settle Int Svc Expenses	0	0	0
15	0	0	0	95110	Settle Inv Acctnt	0	0	0
112,397	3,969	0	0	95430	Settle Bldg Mgmt Svc	0	0	0
<b>1,072,976</b>	<b>883,361</b>	<b>878,866</b>	<b>790,414</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>813,244</b>	<b>813,244</b>	<b>860,538</b>
0	54,757	0	0	60530	Buildings	0	0	0
267,216	17,825	0	0	60550	Capital Equipment	0	0	380,517
-18,224	0	0	0	95109	Settle Capital	0	0	0
<b>248,992</b>	<b>72,582</b>	<b>0</b>	<b>0</b>	<b>TOTAL Capital Outlay</b>		<b>0</b>	<b>0</b>	<b>380,517</b>
<b>10,686,949</b>	<b>10,563,519</b>	<b>9,940,820</b>	<b>8,968,339</b>	<b>TOTAL BUDGET</b>		<b>9,155,812</b>	<b>9,155,812</b>	<b>9,675,898</b>

## SHERIFF

## FUND 1505: Federal/State Program Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	58,290	0.00	0	0.00	0	0.00	0	CORRECTIONS COUNSELOR	0.00	0	0.00	0	0.00	0
54.00	3,800,105	59.71	4,147,832	53.80	3,871,040	53.80	3,871,040	CORRECTIONS OFFICER	47.65	3,544,256	47.65	3,544,256	48.00	3,570,289
6.00	536,082	8.00	720,816	6.00	548,100	6.00	548,100	CORRECTIONS SERGEANT	6.00	564,468	6.00	564,468	6.00	564,468
7.48	546,828	12.30	795,887	7.65	553,353	7.65	553,353	DEPUTY SHERIFF	9.65	677,483	9.65	677,483	9.65	677,483
0.00	0	1.00	37,772	1.00	32,528	1.00	32,528	OFFICE ASSISTANT 2	0.00	0	0.00	0	0.00	0
0.00	-4,592,293	0.00	-4,952,239	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>68.48</b>	<b>349,012</b>	<b>81.01</b>	<b>750,068</b>	<b>68.45</b>	<b>5,005,021</b>	<b>68.45</b>	<b>5,005,021</b>	<b>TOTAL BUDGET</b>	<b>63.30</b>	<b>4,786,207</b>	<b>63.30</b>	<b>4,786,207</b>	<b>63.65</b>	<b>4,812,240</b>

## SHERIFF

## FUND 1513: Inmate Welfare Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
340,512	348,499	356,116	356,116	60000 Permanent	344,074	344,074	344,074
3,818	0	9,009	9,009	60100 Temporary	9,009	9,009	9,009
1,325	670	1,000	1,000	60110 Overtime	1,000	1,000	1,000
7,699	6,425	9,421	9,421	60120 Premium	9,421	9,421	9,421
96,907	108,129	111,865	111,865	60130 Salary-Related Exp	107,066	107,066	107,066
980	0	751	751	60135 Non-Base Fringe	751	751	751
110,103	124,435	130,541	130,541	60140 Insurance Benefits	133,352	133,352	133,352
258	0	640	640	60145 Non-Base Insurance	640	640	640
809	0	0	0	90001 ATYP Posting (CATS)	0	0	0
1,770	0	0	0	92001 Sheriff Office OT (CATS)	0	0	0
<b>564,180</b>	<b>588,158</b>	<b>619,343</b>	<b>619,343</b>	<b>TOTAL Personal Services</b>	<b>605,313</b>	<b>605,313</b>	<b>605,313</b>
22,800	24,000	78,488	78,488	60170 Professional Services	43,488	43,488	43,488
<b>22,800</b>	<b>24,000</b>	<b>78,488</b>	<b>78,488</b>	<b>TOTAL Contractual Services</b>	<b>43,488</b>	<b>43,488</b>	<b>43,488</b>
6,536	6,389	2,338	2,338	60180 Printing	3,000	3,000	3,000
4,200	4,813	0	0	60190 Utilities	0	0	0
1,667	1,938	2,000	2,000	60200 Communications	2,100	2,100	2,100
1,774	2,328	0	0	60210 Rentals	0	0	0
0	1,435	15,000	15,000	60220 Repairs and Maintenance	5,000	5,000	5,000
7,200	7,616	0	0	60230 Postage	0	0	0
279,790	239,004	137,496	137,496	60240 Supplies	136,181	136,181	136,181
215,702	211,867	200,000	200,000	60250 Food	200,000	200,000	200,000
0	1,253	3,000	3,000	60260 Travel & Training	3,000	3,000	3,000
15	472	2,253	2,253	60270 Local Travel/Mileage	2,253	2,253	2,253
144,391	123,884	0	26,858	60340 Dues & Subscriptions	60,000	60,000	60,000
36,302	21,519	28,937	29,614	60350 Central Indirect	23,403	23,403	23,403
72,071	70,888	71,425	73,096	60355 Dept Indirect	70,773	70,773	70,773
16,902	9,148	40,357	40,357	60370 Intl Svc Telephone	13,839	13,839	13,839
20,308	3,694	12,500	12,500	60420 Intl Svc Electronics	14,000	14,000	14,000
0	2,223	0	0	60430 Intl Svc Bldg Mgmt	0	0	0
0	0	35,000	35,000	60440 Intl Svc Other	35,000	35,000	35,000
2,248	1,155	531	531	60460 Intl Svc Dist/Postage	1,988	1,988	1,988
-10	-23	0	0	60680 Cash Discounts Taken	0	0	0
35,000	35,000	0	0	93007 Assess Int Svc Expenses	0	0	0
0	0	0	0	95101 Settle Matrl & Svcs	0	0	0
0	0	0	0	95107 Settle Int Svc Expenses	0	0	0
11,939	1,495	0	0	95430 Settle Bldg Mgmt Svc	0	0	0
<b>856,035</b>	<b>746,098</b>	<b>550,837</b>	<b>580,043</b>	<b>TOTAL Materials &amp; Supplies</b>	<b>570,537</b>	<b>570,537</b>	<b>570,537</b>
<b>1,443,015</b>	<b>1,358,257</b>	<b>1,248,668</b>	<b>1,277,874</b>	<b>TOTAL BUDGET</b>	<b>1,219,338</b>	<b>1,219,338</b>	<b>1,219,338</b>

## SHERIFF

## FUND 1513: Inmate Welfare Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
2.00	105,797	1.00	58,978	1.00	58,979	1.00	58,979	CHAPLAIN	1.00	60,895	1.00	60,895	1.00	60,895
0.00	0	1.00	52,947	0.00	0	0.00	0	CORRECTIONS COUNSELOR	0.00	0	0.00	0	0.00	0
3.99	191,825	3.99	197,295	3.63	186,843	3.63	186,843	EQUIPMENT/PROPERTY TECHNICIAN	3.63	176,284	3.63	176,284	3.63	176,284
1.00	46,205	1.00	38,920	1.00	41,310	1.00	41,310	FINANCE SPECIALIST 1	1.00	43,473	1.00	43,473	1.00	43,473
0.50	31,121	0.50	32,515	0.50	32,515	0.50	32,515	MCSO VOLUNTEER PROGRAM COORD	0.00	0	0.00	0	0.00	0
0.10	4,228	0.10	4,380	0.10	4,445	0.10	4,445	OFFICE ASSISTANT/SR	0.10	4,414	0.10	4,414	0.10	4,414
0.25	14,366	0.25	14,877	0.00	0	0.00	0	PROCUREMENT ANALYST/SR	0.00	0	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM COORDINATOR	0.50	24,952	0.50	24,952	0.50	24,952
0.50	30,652	0.50	32,024	0.50	32,024	0.50	32,024	PROGRAM SUPERVISOR	0.50	34,056	0.50	34,056	0.50	34,056
0.00	-83,682	0.00	-83,437	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
<b>8.34</b>	<b>340,512</b>	<b>8.34</b>	<b>348,499</b>	<b>6.73</b>	<b>356,116</b>	<b>6.73</b>	<b>356,116</b>	<b>TOTAL BUDGET</b>	<b>6.73</b>	<b>344,074</b>	<b>6.73</b>	<b>344,074</b>	<b>6.73</b>	<b>344,074</b>



## SHERIFF

## FUND 1516: Justice Services Special Ops Fund

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,717,116	1,608,647	1,619,500	1,619,500	60000	Permanent	1,496,398	1,496,398	1,496,398
32,061	56,452	0	0	60100	Temporary	0	0	0
196,272	138,767	30,801	30,801	60110	Overtime	49,385	49,385	54,385
40,827	37,297	8,679	8,679	60120	Premium	8,679	8,679	8,679
664,702	618,625	582,232	582,232	60130	Salary-Related Exp	550,908	550,908	552,835
8,707	14,175	0	0	60135	Non-Base Fringe	0	0	0
511,465	506,549	516,890	516,890	60140	Insurance Benefits	507,748	507,748	508,286
2,271	3,980	0	0	60145	Non-Base Insurance	0	0	0
-29,702	-42,717	0	0	90001	ATYP Posting (CATS)	0	0	0
-214,835	-170,165	0	0	92001	Sheriff Office OT (CATS)	0	0	0
-246,764	-41,987	0	0	93002	Assess Labor	0	0	0
20,028	24,275	0	0	95102	Settle Labor	0	0	0
<b>2,702,148</b>	<b>2,753,897</b>	<b>2,758,102</b>	<b>2,758,102</b>	<b>TOTAL Personal Services</b>		<b>2,613,118</b>	<b>2,613,118</b>	<b>2,620,583</b>
177,507	161,494	150,819	251,525	60160	Pass-Thru & Pgm Supt	140,054	140,054	140,054
38,406	38,423	38,742	65,929	60170	Professional Services	48,363	48,363	48,363
<b>215,913</b>	<b>199,917</b>	<b>189,561</b>	<b>317,454</b>	<b>TOTAL Contractual Services</b>		<b>188,417</b>	<b>188,417</b>	<b>188,417</b>
2,045	2,028	819	819	60180	Printing	819	819	819
4,287	13,843	5,120	5,120	60200	Communications	4,646	4,646	4,646
0	4,000	5,120	5,120	60210	Rentals	4,645	4,645	4,645
8,446	8,242	0	0	60220	Repairs and Maintenance	0	0	0
426	532	717	717	60230	Postage	717	717	717
5,540	51,768	73,814	102,129	60240	Supplies	92,866	92,866	99,242
0	0	10,141	10,141	60250	Food	10,141	10,141	10,141
2,173	12,408	6,438	6,438	60260	Travel & Training	6,460	6,460	6,460
27	576	0	0	60270	Local Travel/Mileage	0	0	0
5,528	8,541	0	0	60280	Insurance	0	0	0
7,200	3,066	0	0	60290	Software Licenses/Maint	0	0	0
150	540	102	102	60340	Dues & Subscriptions	102	102	102
82,445	52,787	77,350	81,287	60350	Central Indirect	61,124	61,124	61,412
163,678	173,888	190,923	200,640	60355	Dept Indirect	184,841	184,841	185,712
72,941	8,721	0	0	60410	Intl Svc Motor Pool	0	0	0
729	0	0	0	60420	Intl Svc Electronics	0	0	0
20,027	27,523	4,358	4,358	60430	Intl Svc Bldg Mgmt	2,222	2,222	2,222
100	629	0	0	60440	Intl Svc Other	0	0	0
14,913	12,545	15,236	15,236	60460	Intl Svc Dist/Postage	14,540	14,540	14,540
6,938	6,056	0	0	95101	Settle Matrl & Svcs	0	0	0
-38,452	0	0	0	95107	Settle Int Svc Expenses	0	0	0
<b>359,140</b>	<b>387,692</b>	<b>390,138</b>	<b>432,107</b>	<b>TOTAL Materials &amp; Supplies</b>		<b>383,123</b>	<b>383,123</b>	<b>390,658</b>
0	23,500	10,000	10,000	60550	Capital Equipment	10,000	10,000	10,000
<b>0</b>	<b>23,500</b>	<b>10,000</b>	<b>10,000</b>	<b>TOTAL Capital Outlay</b>		<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>3,277,201</b>	<b>3,365,005</b>	<b>3,347,801</b>	<b>3,517,663</b>	<b>TOTAL BUDGET</b>		<b>3,194,658</b>	<b>3,194,658</b>	<b>3,209,658</b>

## SHERIFF

## FUND 1516: Justice Services Special Ops Fund

FY10 ACTUAL		FY11 ACTUAL		FY12 ADOPTED		FY12 REVISED		POSITION DETAIL	FY13 PROPOSED		FY13 APPROVED		FY13 ADOPTED	
FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT		FTE	BASE AMT	FTE	BASE AMT	FTE	BASE AMT
1.00	48,974	1.00	50,718	1.00	51,490	1.00	51,490	ALARM ORDINANCE COORDINATOR	1.00	51,126	1.00	51,126	1.00	51,126
1.00	117,340	1.00	122,589	1.00	122,590	1.00	122,590	CAPTAIN	0.00	0	0.00	0	0.00	0
8.00	563,366	7.00	504,105	7.00	505,127	7.00	505,127	CORRECTIONS OFFICER	7.00	520,667	7.00	520,667	7.00	520,667
0.50	44,675	0.50	45,602	0.50	45,675	0.50	45,675	CORRECTIONS SERGEANT	0.50	47,039	0.50	47,039	0.50	47,039
5.00	359,526	6.00	435,600	6.00	419,796	6.00	419,796	DEPUTY SHERIFF	6.00	424,953	6.00	424,953	6.00	424,953
7.27	308,086	7.27	318,845	5.00	228,966	5.00	228,966	FACILITY SECURITY OFFICER	5.00	227,450	5.00	227,450	5.00	227,450
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASSISTANT 2	0.50	15,556	0.50	15,556	0.50	15,556
2.00	84,272	3.00	131,096	3.50	153,671	3.50	153,671	OFFICE ASSISTANT/SR	3.00	116,090	3.00	116,090	3.00	116,090
0.00	190,877	0.00	-90,694	0.00	0	0.00	0	SALARY/ACTG ADJUSTMENTS	0.00	0	0.00	0	0.00	0
0.00	0	1.00	90,786	1.00	92,185	1.00	92,185	SERGEANT	1.00	93,517	1.00	93,517	1.00	93,517
24.77	1,717,116	26.77	1,608,647	25.00	1,619,500	25.00	1,619,500	TOTAL BUDGET	24.00	1,496,398	24.00	1,496,398	24.00	1,496,398

# Financial Summary

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# Financial Summary

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**FUND 1000: GENERAL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
31,377,260	59,415,192	51,298,349	51,480,520	<b>TOTAL BEGINNING WORKING CAPITAL</b>	53,133,046	53,133,046	54,923,323
				<b>TAXES</b>			
1,334,914	1,602,508	1,091,751	1,091,751	In Lieu of Taxes	382,334	382,334	382,334
45,054,868	49,227,343	48,825,000	48,825,000	Income Taxes	52,047,450	52,047,450	54,419,811
17,148,125	17,777,359	18,512,639	18,512,639	Motor Vehicle Rental Tax	19,068,018	19,068,018	19,068,018
1,887,715	1,912,485	1,442,904	1,442,904	Penalty & Interest	1,776,713	1,776,713	1,776,713
5,392,428	4,839,768	4,683,313	4,683,313	Prior Year Taxes	5,161,915	5,161,915	5,161,915
218,908,777	223,765,815	227,278,670	227,278,670	Property Taxes	232,344,271	232,344,271	232,344,271
289,726,825	299,125,279	301,834,277	301,834,277		310,780,701	310,780,701	313,153,062
				<b>INTERGOVERNMENTAL</b>			
3,795,320	3,946,853	4,211,957	4,211,957	Federal & State Sources	4,014,476	4,014,476	4,014,476
0	560	600,000	600,000	Federal Sources	0	0	0
2,837,178	3,296,521	2,822,100	2,822,100	Local Sources	2,793,678	2,793,678	2,793,678
7,792,397	7,505,794	8,424,032	3,449,282	State Sources	3,518,269	3,518,269	3,518,269
14,424,895	14,749,728	16,058,089	11,083,339		10,326,423	10,326,423	10,326,423
				<b>LICENSES &amp; PERMITS</b>			
8,065,987	9,053,987	9,188,911	10,046,592	Licenses	10,400,022	10,400,022	10,587,898
86,768	83,140	151,500	151,500	Permits	70,500	70,500	70,500
8,152,755	9,137,128	9,340,411	10,198,092		10,470,522	10,470,522	10,658,398
				<b>SERVICE CHARGES</b>			
472,734	534,220	777,078	777,078	Elections	1,077,431	1,077,431	1,077,431
7,740	6,734	4,000	4,000	Facilities Management	0	0	0
8,161,597	7,174,991	7,892,968	34,157,029	IG Charges for Services	35,039,034	35,039,034	35,158,534
438,542	-742,416	500	500	Miscellaneous	250	250	250
1,006,086	1,336,078	446,652	546,652	Service Charges	441,238	441,238	441,238
10,086,700	8,309,608	9,121,198	35,485,259		36,557,953	36,557,953	36,677,453
853,332	726,771	1,417,504	1,417,504	<b>TOTAL INTEREST</b>	1,021,000	1,021,000	1,021,000
				<b>OTHER</b>			
196,120	281,998	601,700	601,700	Dividends/Refunds	587,200	587,200	587,200
983,182	1,016,351	1,026,000	1,116,000	Fines/Forfeitures	1,200,500	1,200,500	1,200,500
31,825	38,733	75,000	75,000	Nongovernmental Grants	0	0	0
-10,000	-19,730	0	0	Other Miscellaneous	0	0	0
309,676	834,558	893,200	893,200	Sales	896,500	896,500	896,500
15,681,396	14,795,829	18,563,262	18,372,153	Service Reimbursements	21,590,551	21,590,551	21,573,867
10,555	408,019	5,000	5,000	Trusts	15,000	15,000	15,000
17,202,753	17,355,757	21,164,162	21,063,053		24,289,751	24,289,751	24,273,067
18,200,650	3,249,295	1,860,000	2,119,986	<b>TOTAL FINANCING SOURCES</b>	3,449,983	3,449,983	3,449,983
390,025,170	412,068,758	412,093,990	434,682,030	<b>FUND TOTAL</b>	450,029,379	450,029,379	454,482,709

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>COUNTY HUMAN SERVICES</b>			
11,867,957	11,719,171	14,186,790	14,388,273	Personal Services	14,576,699	14,576,699	14,664,643
29,521,510	30,801,840	34,241,211	34,299,191	Contractual Services	33,331,100	33,331,100	34,017,538
2,752,303	2,926,381	2,935,862	2,784,495	Materials & Supplies	3,103,495	3,103,495	3,107,393
35,485	33,281	0	0	Debt Service	0	0	0
44,177,255	45,480,673	51,363,863	51,471,959		51,011,294	51,011,294	51,789,574

**FUND 1000: GENERAL FUND**

<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ADOPTED</b>	<b>FY12 REVISED</b>	<b>EXPENDITURES BY DEPARTMENT</b>	<b>FY13 PROPOSED</b>	<b>FY13 APPROVED</b>	<b>FY13 ADOPTED</b>
<b>HEALTH DEPARTMENT</b>							
34,197,866	33,855,703	39,504,349	62,136,549	Personal Services	65,770,453	65,770,453	65,986,577
5,155,782	6,438,265	5,050,361	6,125,383	Contractual Services	6,841,139	6,841,139	6,499,415
10,035,517	10,017,454	10,044,046	13,599,081	Materials & Supplies	13,171,367	13,171,367	13,122,080
26,530	6,027	0	0	Capital Outlay	0	0	0
<b>49,415,694</b>	<b>50,317,450</b>	<b>54,598,756</b>	<b>81,861,013</b>		<b>85,782,959</b>	<b>85,782,959</b>	<b>85,608,072</b>
<b>COMMUNITY JUSTICE</b>							
30,436,836	31,896,483	32,134,423	32,156,559	Personal Services	31,349,197	31,349,197	31,337,456
10,443,463	10,694,818	11,751,249	11,653,039	Contractual Services	12,430,147	12,430,147	12,653,043
9,918,383	10,507,958	11,241,184	11,288,648	Materials & Supplies	11,861,010	11,861,010	11,873,664
34,685	0	11,000	11,000	Capital Outlay	11,000	11,000	11,000
<b>50,833,366</b>	<b>53,099,260</b>	<b>55,137,856</b>	<b>55,109,246</b>		<b>55,651,354</b>	<b>55,651,354</b>	<b>55,875,163</b>
<b>DISTRICT ATTORNEY</b>							
15,114,752	16,468,580	15,852,835	15,885,878	Personal Services	16,610,062	16,610,062	16,610,062
270,240	290,810	285,304	285,304	Contractual Services	298,022	298,022	298,022
2,102,377	2,221,413	2,064,953	2,064,953	Materials & Supplies	2,357,897	2,357,897	2,357,897
<b>17,487,369</b>	<b>18,980,804</b>	<b>18,203,092</b>	<b>18,236,135</b>		<b>19,265,981</b>	<b>19,265,981</b>	<b>19,265,981</b>
<b>SHERIFF</b>							
79,623,853	81,264,269	83,373,735	84,169,990	Personal Services	85,653,555	85,653,555	85,670,055
808,002	791,302	709,246	709,246	Contractual Services	721,973	721,973	721,973
16,849,709	16,966,612	17,585,666	18,968,929	Materials & Supplies	19,203,721	19,203,721	19,212,693
128,185	231,936	135,398	135,398	Capital Outlay	115,398	115,398	115,398
<b>97,409,749</b>	<b>99,254,119</b>	<b>101,804,045</b>	<b>103,983,563</b>		<b>105,694,647</b>	<b>105,694,647</b>	<b>105,720,119</b>
<b>NON-DEPARTMENTAL</b>							
5,443,742	6,362,406	6,887,068	6,756,736	Personal Services	7,032,205	7,032,205	7,032,205
5,360,215	6,867,107	6,130,488	5,950,488	Contractual Services	7,035,031	7,035,031	7,280,448
5,413,791	6,414,068	7,346,296	6,586,908	Materials & Supplies	7,021,701	7,021,701	7,021,701
0	0	20,000	20,000	Capital Outlay	0	0	0
<b>16,217,748</b>	<b>19,643,581</b>	<b>20,383,852</b>	<b>19,314,132</b>		<b>21,088,937</b>	<b>21,088,937</b>	<b>21,334,354</b>
<b>OVERALL COUNTY</b>							
22,566	140	0	0	Contractual Services	0	0	0
0	14	0	0	Materials & Supplies	0	0	0
<b>22,566</b>	<b>153</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT OF COUNTY MANAGEMENT</b>							
18,439,959	18,943,541	20,428,514	20,425,586	Personal Services	21,127,248	21,127,248	21,143,957
1,781,967	2,473,203	2,546,141	2,541,387	Contractual Services	2,867,243	2,867,243	2,850,534
7,621,180	5,071,452	5,852,997	5,863,374	Materials & Supplies	5,466,950	5,466,950	5,466,950
0	13,445	8,000	8,000	Capital Outlay	8,000	8,000	8,000
<b>27,843,106</b>	<b>26,501,641</b>	<b>28,835,652</b>	<b>28,838,347</b>		<b>29,469,441</b>	<b>29,469,441</b>	<b>29,469,441</b>
<b>DEPARTMENT OF COMMUNITY SERVICES</b>							
6,312,863	6,997,050	7,096,390	7,079,535	Personal Services	7,577,083	7,577,083	7,577,083
489,124	472,339	727,950	727,950	Contractual Services	763,735	763,735	763,735
2,858,295	3,041,346	3,620,308	3,614,018	Materials & Supplies	3,994,408	3,994,408	3,994,408
27	27,993	0	0	Capital Outlay	0	0	0
<b>9,660,309</b>	<b>10,538,728</b>	<b>11,444,648</b>	<b>11,421,503</b>		<b>12,335,226</b>	<b>12,335,226</b>	<b>12,335,226</b>

**FUND 1000: GENERAL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COUNTY ASSETS</b>							
505,697	998,601	1,062,305	1,057,478	Personal Services	5,033,118	5,033,118	5,033,393
11,855	723	355,000	355,000	Contractual Services	61,800	61,800	61,800
104,784	212,314	172,134	174,266	Materials & Supplies	530,728	530,728	530,453
<b>622,336</b>	<b>1,211,638</b>	<b>1,589,439</b>	<b>1,586,744</b>		<b>5,625,646</b>	<b>5,625,646</b>	<b>5,625,646</b>
<b>CASH TRANSFERS TO . . .</b>							
13,927,775	15,093,244	14,445,810	14,445,810	Library Serial Levy Fund	24,879,184	24,879,184	24,879,184
0	0	1,500,000	1,500,000	Revenue Bond Sinking Fund	0	0	0
0	0	836,000	836,000	Capital Lease Retirement Fund	0	0	0
1,500,000	4,500,000	0	0	Financed Projects Fund	0	0	0
0	150,000	2,621,059	2,621,059	Capital Improvement Fund	8,276	8,276	8,276
0	0	227,175	227,175	Asset Preservation Fund	0	0	0
0	0	1,000,000	1,000,000	Information Technology Fund	1,500,000	1,500,000	1,500,000
1,492,706	120,000	380,000	380,000	Facilities Management Fund	0	0	0
16,920,481	19,863,244	21,010,044	21,010,044	<b>TOTAL CASH TRANSFERS</b>	26,387,460	26,387,460	26,387,460
0	0	16,560,595	10,687,196	<b>CONTINGENCY</b>	5,652,801	5,652,801	9,008,040
59,415,192	67,177,468	31,162,148	31,162,148	<b>UNAPPROPRIATED BALANCE</b>	32,063,633	32,063,633	32,063,633
<b>390,025,170</b>	<b>412,068,758</b>	<b>412,093,990</b>	<b>434,682,030</b>	<b>FUND TOTAL</b>	<b>450,029,379</b>	<b>450,029,379</b>	<b>454,482,709</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>COUNTY HUMAN SERVICES</b>							
2,309	0	0	0	50200 IG-OP-Other	0	0	0
906	18,163	0	0	50210 Nongovernmental Agencies	0	0	0
72,178	159,955	90,000	90,000	50220 Licenses and Fees	50,000	50,000	50,000
355,477	113,999	0	0	50235 Service Charges	0	0	0
0	0	0	263,852	50236 IG-Charges For Srvc	259,000	259,000	259,000
88,712	84,451	0	0	50270 Interest Earnings	0	0	0
1,992	6	0	0	50300 OP-Donations	0	0	0
62,067	68,120	0	0	50350 Write Off Revenue	0	0	0
145	42	0	0	50360 Miscellaneous Revenue	0	0	0
613,293	618,897	1,519,886	1,536,867	50370 Departmental Indirect	1,721,197	1,721,197	1,721,197

**FUND 1000: GENERAL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
HEALTH DEPARTMENT								
0	0	0	182,171	50000	Beginning Working Capital	0	0	0
750	13,500	0	0	50180	IG-OP-Direct St	0	0	0
0	90	0	0	50190	IG-OP-Fed Thru St	0	0	0
227,410	290,447	0	0	50200	IG-OP-Other	0	0	0
17,882	14,089	0	0	50210	Nongovernmental Agencies	0	0	0
2,980,256	3,890,301	3,114,786	3,972,467	50220	Licenses and Fees	3,941,322	3,941,322	4,129,198
3,687	3,058	500	500	50230	Permits	500	500	500
174,420	788,536	120,652	220,652	50235	Service Charges	107,238	107,238	107,238
167,247	106,336	338,166	26,275,806	50236	IG-Charges For Srvc	28,151,128	28,151,128	28,254,128
3,783	4,163	4,000	4,000	50240	Property/Space Rentals	0	0	0
2,350	103,570	1,000	91,000	50280	Fines and Forfeitures	228,000	228,000	228,000
17,240	14,407	0	0	50290	Dividends & Rebates	0	0	0
878	146	0	0	50300	OP-Donations	0	0	0
5,831	0	0	0	50302	Gen-Donations	0	0	0
67,084	70,747	0	0	50310	Service Reimbursements	0	0	0
0	0	0	0	50320	Cash Transfer Revenue	1,051,541	1,051,541	249,526
351,424	-320,302	0	0	50350	Write Off Revenue	0	0	0
165	383	0	0	50360	Miscellaneous Revenue	0	0	0
5,471,342	5,992,489	5,941,209	6,035,974	50370	Departmental Indirect	5,904,223	5,904,223	5,856,884
0	3,573	0	0	50400	Contra Revenue	0	0	0
COMMUNITY JUSTICE								
2,549,640	3,006,074	2,822,100	2,822,100	50200	IG-OP-Other	2,793,678	2,793,678	2,793,678
1,396	6,185	0	0	50210	Nongovernmental Agencies	0	0	0
646	216	5,000	5,000	50220	Licenses and Fees	5,000	5,000	5,000
1,257	1,034	0	0	50221	Photocopy Charges	0	0	0
10,431	3,653	0	0	50235	Service Charges	0	0	0
153,609	169,609	153,609	216,178	50236	IG-Charges For Srvc	216,177	216,177	216,177
1,562	0	0	0	50240	Property/Space Rentals	0	0	0
0	3	0	0	50241	Motor Pool Parking	0	0	0
156,389	150,737	178,000	178,000	50250	Sales to the Public	178,000	178,000	178,000
731,180	652,586	710,000	710,000	50280	Fines and Forfeitures	710,000	710,000	710,000
0	250	0	0	50290	Dividends & Rebates	0	0	0
21,128	30,980	0	0	50310	Service Reimbursements	0	0	0
6,669	-15,006	0	0	50350	Write Off Revenue	0	0	0
761	747	0	0	50360	Miscellaneous Revenue	0	0	0
1,519,361	1,539,086	2,033,790	1,812,033	50370	Departmental Indirect	1,689,869	1,689,869	1,690,782



**FUND 1000: GENERAL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
DISTRICT ATTORNEY								
397,054	403,682	0	0	50180	IG-OP-Direct St	0	0	0
9	0	0	0	50200	IG-OP-Other	0	0	0
30	0	0	0	50220	Licenses and Fees	0	0	0
313,485	301,903	285,000	285,000	50235	Service Charges	285,000	285,000	285,000
2	0	0	0	50250	Sales to the Public	0	0	0
478	9,339	0	0	50280	Fines and Forfeitures	12,500	12,500	12,500
475	1,825	0	0	50300	OP-Donations	0	0	0
431	0	0	0	50302	Gen-Donations	0	0	0
15,200	15,200	0	0	50310	Service Reimbursements	0	0	0
-363	71	0	0	50350	Write Off Revenue	0	0	0
1,036	2,199	0	0	50360	Miscellaneous Revenue	0	0	0
99,078	123,910	137,967	137,967	50370	Departmental Indirect	157,546	157,546	157,546
SHERIFF								
132,355	119,281	0	0	50117	In Lieu Of Tax-Prog	0	0	0
0	3,201	0	0	50180	IG-OP-Direct St	0	0	0
170,426	161,673	180,000	180,000	50220	Licenses and Fees	180,000	180,000	180,000
46,397	48,905	41,000	41,000	50235	Service Charges	43,000	43,000	43,000
7,832,422	6,876,188	7,385,651	7,385,651	50236	IG-Charges For Srvc	6,312,729	6,312,729	6,329,229
1,265	1,407	0	0	50240	Property/Space Rentals	0	0	0
30,001	41,179	25,000	25,000	50250	Sales to the Public	25,000	25,000	25,000
372	350	0	0	50270	Interest Earnings	0	0	0
585	2,459	0	0	50280	Fines and Forfeitures	0	0	0
2,613	612	1,400	1,400	50290	Dividends & Rebates	1,400	1,400	1,400
2,300	3,250	5,000	5,000	50300	OP-Donations	5,000	5,000	5,000
2,174	4,116	748,937	748,937	50310	Service Reimbursements	636,481	636,481	636,481
3,515	65,881	0	0	50350	Write Off Revenue	0	0	0
764	42	0	0	50360	Miscellaneous Revenue	0	0	0
748,900	769,972	829,790	779,912	50370	Departmental Indirect	789,030	789,030	798,002
-10,000	-19,730	0	0	95104	Settle All Revenue	0	0	0

**FUND 1000: GENERAL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
NON-DEPARTMENTAL								
224,932	496,365	511,256	511,256	50116	In Lieu Of Tax-Gen	357,334	357,334	357,334
0	560	0	0	50170	IG-OP-Direct Fed	0	0	0
8,000	0	0	0	50200	IG-OP-Other	0	0	0
1,000	295	0	0	50210	Nongovernmental Agencies	0	0	0
0	0	0	0	50220	Licenses and Fees	995,000	995,000	995,000
0	7	0	0	50221	Photocopy Charges	0	0	0
2,520	5,675	0	0	50235	Service Charges	0	0	0
0	4,125	0	0	50236	IG-Charges For Srvc	0	0	0
0	375	0	0	50250	Sales to the Public	0	0	0
1,687	1,355	320,800	320,800	50290	Dividends & Rebates	320,800	320,800	320,800
2,250	401,927	0	0	50300	OP-Donations	0	0	0
0	0	75,000	75,000	50302	Gen-Donations	0	0	0
360	100	0	0	50310	Service Reimbursements	0	0	0
588	809	0	0	50350	Write Off Revenue	0	0	0
0	598	0	0	50360	Miscellaneous Revenue	0	0	0
0	789	0	0	95104	Settle All Revenue	0	0	0
OVERALL COUNTY								
31,377,260	59,415,192	51,298,349	51,298,349	50000	Beginning Working Capital	52,676,410	52,676,410	54,466,687
218,908,777	223,765,815	227,278,670	227,278,670	50100	Property Taxes - Current	232,344,271	232,344,271	232,344,271
5,392,428	4,839,768	4,683,313	4,683,313	50101	Property Taxes - Prior	5,161,915	5,161,915	5,161,915
939,385	724,288	922,536	922,536	50102	Property Taxes - Penalties	847,595	847,595	847,595
948,330	1,188,197	520,368	520,368	50103	Property Taxes - Interest	929,118	929,118	929,118
69,278	84,255	0	0	50110	Payment In Lieu of Tax	0	0	0
3,795,320	3,946,763	4,211,957	4,211,957	50112	Govt Shared-Gen	4,014,476	4,014,476	4,014,476
3,955,920	3,457,588	4,974,750	0	50115	Lottery Revenues	0	0	0
897,723	811,673	484,020	484,020	50116	In Lieu Of Tax-Gen	0	0	0
0	0	72,475	72,475	50117	In Lieu Of Tax-Prog	0	0	0
17,148,125	17,777,359	18,512,639	18,512,639	50130	Motor Vehicle Rental Tax	19,068,018	19,068,018	19,068,018
44,150,000	48,570,000	48,825,000	48,825,000	50160	Business Income Tax	52,047,450	52,047,450	54,419,811
904,818	657,343	0	0	50165	Personal Income Tax	0	0	0
50	0	0	0	50166	ITAX-Penalties/Fees	0	0	0
0	0	600,000	600,000	50170	IG-OP-Direct Fed	0	0	0
107,476	113,249	0	0	50220	Licenses and Fees	0	0	0
36,630	49,220	0	0	50235	Service Charges	0	0	0
5,262	2,940	0	0	50236	IG-Charges For Srvc	0	0	0
755,169	613,178	1,392,504	1,392,504	50270	Interest Earnings	1,000,000	1,000,000	1,000,000
244,789	248,398	315,000	315,000	50280	Fines and Forfeitures	250,000	250,000	250,000
4,104	0	0	0	50302	Gen-Donations	0	0	0
6,637,226	5,133,427	6,813,270	6,782,050	50310	Service Reimbursements	6,387,791	6,387,791	6,408,561
17,026,650	1,011,338	0	0	50320	Cash Transfer Revenue	210,000	210,000	1,012,015
14	-615,648	0	0	50350	Write Off Revenue	0	0	0
47,968	21,747	0	0	50360	Miscellaneous Revenue	0	0	0
0	-2,390	0	0	50370	Departmental Indirect	0	0	0

**FUND 1000: GENERAL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
DEPARTMENT OF COUNTY MANAGEMENT								
0	0	0	0	50000	Beginning Working Capital	456,636	456,636	456,636
0	82,842	24,000	24,000	50110	Payment In Lieu of Tax	25,000	25,000	25,000
3,437,673	3,626,822	3,449,282	3,449,282	50111	CAFFA	3,518,269	3,518,269	3,518,269
1,000	1,000	0	0	50180	IG-OP-Direct St	0	0	0
45,242	0	0	0	50200	IG-OP-Other	0	0	0
275	0	0	0	50210	Nongovernmental Agencies	0	0	0
4,632,783	4,683,784	5,793,125	5,793,125	50220	Licenses and Fees	5,228,700	5,228,700	5,228,700
0	0	75,000	75,000	50230	Permits	0	0	0
66,535	14,460	0	0	50235	Service Charges	0	0	0
0	15,284	15,542	15,542	50236	IG-Charges For Srvc	100,000	100,000	100,000
120,575	640,865	688,700	688,700	50250	Sales to the Public	692,000	692,000	692,000
9,080	28,792	25,000	25,000	50270	Interest Earnings	21,000	21,000	21,000
174,580	265,374	279,500	279,500	50290	Dividends & Rebates	265,000	265,000	265,000
2,660	864	0	0	50300	OP-Donations	0	0	0
94,561	104,242	7,500	7,500	50310	Service Reimbursements	0	0	0
-39,081	43,198	0	0	50350	Write Off Revenue	0	0	0
840	425	500	500	50360	Miscellaneous Revenue	250	250	250
0	-789	0	0	95104	Settle All Revenue	0	0	0
DEPARTMENT OF COMMUNITY SERVICES								
10,627	8,093	0	0	50116	In Lieu Of Tax-Gen	0	0	0
4,568	0	0	0	50200	IG-OP-Other	0	0	0
102,192	44,809	6,000	6,000	50220	Licenses and Fees	0	0	0
83,081	80,082	76,000	76,000	50230	Permits	70,000	70,000	70,000
191	9,728	0	0	50235	Service Charges	6,000	6,000	6,000
3,057	510	0	0	50236	IG-Charges For Srvc	0	0	0
1,131	1,165	0	0	50240	Property/Space Rentals	0	0	0
2,709	1,402	1,500	1,500	50250	Sales to the Public	1,500	1,500	1,500
472,734	534,220	777,078	777,078	50260	Election Reimbursement	1,077,431	1,077,431	1,077,431
3,800	0	0	0	50280	Fines and Forfeitures	0	0	0
0	0	0	0	50300	OP-Donations	10,000	10,000	10,000
0	0	45,000	45,000	50310	Service Reimbursements	43,000	43,000	43,000
1,174,000	2,237,957	1,860,000	2,119,986	50320	Cash Transfer Revenue	2,085,000	2,085,000	2,085,000
50	-941	0	0	50350	Write Off Revenue	0	0	0
425	481	0	0	50360	Miscellaneous Revenue	0	0	0
391,690	395,052	485,913	485,913	50370	Departmental Indirect	481,352	481,352	481,352
DEPARTMENT OF COUNTY ASSETS								
0	0	0	0	50310	Service Reimbursements	3,780,062	3,780,062	3,780,062
0	0	0	0	50320	Cash Transfer Revenue	103,442	103,442	103,442
299	123	0	0	50350	Write Off Revenue	0	0	0

**FUND 1500: STRATEGIC INVESTMENT PROGRAM FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
606,459	160,754	0	0	TOTAL BEGINNING WORKING CAPITAL	0	0	0
606,459	160,754	0	0	FUND TOTAL	0	0	0

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>CASH TRANSFERS TO . . .</b>							
445,705	160,754	0	0	General Fund	0	0	0
445,705	160,754	0	0	<b>TOTAL CASH TRANSFERS</b>	0	0	0
160,754	0	0	0	<b>UNAPPROPRIATED BALANCE</b>	0	0	0
606,459	160,754	0	0	<b>FUND TOTAL</b>	0	0	0

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>OVERALL COUNTY</b>							
606,459	160,754	0	0	50000 Beginning Working Capital	0	0	0

**FUND 1501: ROAD FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
258,021	813,563	2,025,000	2,025,000	TOTAL BEGINNING WORKING CAPITAL	2,236,925	2,236,925	2,236,925
				<b>TAXES</b>			
7,062,489	7,052,045	7,100,000	7,100,000	County Gas Tax	7,100,000	7,100,000	7,100,000
553,062	498,541	275,000	275,000	In Lieu of Taxes	50,000	50,000	50,000
7,615,550	7,550,586	7,375,000	7,375,000		7,150,000	7,150,000	7,150,000
				<b>INTERGOVERNMENTAL</b>			
34,273	-30,138	526,000	526,000	Federal & State Sources	826,000	826,000	826,000
1,929,612	2,064,032	1,883,750	1,883,750	Local Sources	2,090,000	2,090,000	2,090,000
28,458,364	27,147,474	36,037,426	36,037,426	State Sources	32,310,246	32,310,246	32,510,246
30,422,249	29,181,368	38,447,176	38,447,176		35,226,246	35,226,246	35,426,246
				<b>LICENSES &amp; PERMITS</b>			
73,483	60,112	55,000	55,000	Permits	55,000	55,000	55,000
73,483	60,112	55,000	55,000		55,000	55,000	55,000
				<b>SERVICE CHARGES</b>			
5,415	10,050	62,500	62,500	Miscellaneous	25,000	25,000	25,000
287,870	143,072	350,000	350,000	Service Charges	72,500	72,500	72,500
293,285	153,122	412,500	412,500		97,500	97,500	97,500
41,654	62,097	25,000	25,000		25,000	25,000	25,000
				<b>TOTAL INTEREST</b>			
				<b>OTHER</b>			
33,910	21,113	3,500	3,500	Dividends/Refunds	9,500	9,500	9,500
0	0	0	0	Other Miscellaneous	0	0	0
125,451	103,174	0	0	Sales	0	0	0
0	0	275,000	275,000	Service Reimbursements	408,000	408,000	408,000
159,361	124,287	278,500	278,500		417,500	417,500	417,500
2,008,923	1,281,931	400,000	400,000	TOTAL FINANCING SOURCES	400,000	400,000	400,000
40,872,526	39,227,065	49,018,176	49,018,176	FUND TOTAL	45,608,171	45,608,171	45,808,171
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>DEPARTMENT OF COMMUNITY SERVICES</b>			
6,309,051	6,215,107	6,731,104	6,731,104	Personal Services	7,156,244	7,156,244	7,156,244
22,221,004	24,894,353	28,987,150	28,987,150	Contractual Services	29,261,377	29,261,377	29,261,377
3,863,215	4,822,289	5,264,617	5,264,617	Materials & Supplies	5,625,550	5,625,550	5,625,550
2,559,071	1,505,769	2,365,000	2,365,000	Capital Outlay	3,565,000	3,565,000	3,765,000
34,952,341	37,437,518	43,347,871	43,347,871		45,608,171	45,608,171	45,808,171
				<b>CASH TRANSFERS TO . .</b>			
54,991	0	73,000	73,000	Bicycle Path Construction Fund	0	0	0
5,051,631	0	5,597,305	5,597,305	Willamette River Bridge Fund	0	0	0
5,106,623	0	5,670,305	5,670,305	TOTAL CASH TRANSFERS	0	0	0
813,563	1,789,547	0	0	UNAPPROPRIATED BALANCE	0	0	0
40,872,526	39,227,065	49,018,176	49,018,176	FUND TOTAL	45,608,171	45,608,171	45,808,171
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED

**FUND 1501: ROAD FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
OVERALL COUNTY								
258,021	813,563	25,000	25,000	50000	Beginning Working Capital	736,925	736,925	736,925
1,125	1,125	275,000	275,000	50117	In Lieu Of Tax-Prog	50,000	50,000	50,000
0	0	100,000	100,000	50140	County Gas Tax	0	0	0
0	0	7,810,309	7,810,309	50180	IG-OP-Direct St	7,393,546	7,393,546	7,393,546
33,329	53,175	25,000	25,000	50270	Interest Earnings	25,000	25,000	25,000
500,000	0	0	0	50320	Cash Transfer Revenue	0	0	0
DEPARTMENT OF COMMUNITY SERVICES								
0	0	2,000,000	2,000,000	50000	Beginning Working Capital	1,500,000	1,500,000	1,500,000
551,937	497,416	0	0	50117	In Lieu Of Tax-Prog	0	0	0
7,062,489	7,052,045	7,000,000	7,000,000	50140	County Gas Tax	7,100,000	7,100,000	7,100,000
28,458,364	27,147,474	28,227,117	28,227,117	50180	IG-OP-Direct St	24,916,700	24,916,700	25,116,700
34,273	-30,138	526,000	526,000	50190	IG-OP-Fed Thru St	826,000	826,000	826,000
1,929,612	2,064,032	1,883,750	1,883,750	50200	IG-OP-Other	2,090,000	2,090,000	2,090,000
73,483	60,112	55,000	55,000	50230	Permits	55,000	55,000	55,000
287,870	143,072	350,000	350,000	50235	Service Charges	72,500	72,500	72,500
125,451	103,174	0	0	50250	Sales to the Public	0	0	0
8,325	8,922	0	0	50270	Interest Earnings	0	0	0
33,910	21,113	3,500	3,500	50290	Dividends & Rebates	9,500	9,500	9,500
0	0	275,000	275,000	50310	Service Reimbursements	408,000	408,000	408,000
1,508,923	1,281,931	400,000	400,000	50330	Financing Proceeds	400,000	400,000	400,000
0	10,000	0	0	50340	Asset Sale Proceeds	0	0	0
5,344	0	0	0	50350	Write Off Revenue	0	0	0
70	50	62,500	62,500	50360	Miscellaneous Revenue	25,000	25,000	25,000
0	0	0	0	95104	Settle All Revenue	0	0	0

**FUND 1502: EMERGENCY COMMUNICATIONS FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
74,143	0	0	0	TOTAL BEGINNING WORKING CAPITAL	0	0	0
<i>INTERGOVERNMENTAL</i>							

242,091	181,458	250,000	250,000	State Sources	250,000	250,000	250,000
<b>242,091</b>	<b>181,458</b>	<b>250,000</b>	<b>250,000</b>		<b>250,000</b>	<b>250,000</b>	<b>250,000</b>
<b>316,234</b>	<b>181,458</b>	<b>250,000</b>	<b>250,000</b>	<b>FUND TOTAL</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<i>SHERIFF</i>							

316,234	181,458	250,000	250,000	Materials & Supplies	250,000	250,000	250,000
<b>316,234</b>	<b>181,458</b>	<b>250,000</b>	<b>250,000</b>		<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

<b>316,234</b>	<b>181,458</b>	<b>250,000</b>	<b>250,000</b>	<b>FUND TOTAL</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>
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FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
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<i>SHERIFF</i>							
<b>242,091</b>	<b>181,458</b>	<b>250,000</b>	<b>250,000</b>	50180 IG-OP-Direct St	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

<i>OVERALL COUNTY</i>							
<b>74,143</b>	<b>0</b>	<b>0</b>	<b>0</b>	50000 Beginning Working Capital	<b>0</b>	<b>0</b>	<b>0</b>

**FUND 1503: BICYCLE PATH CONSTRUCTION FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
440,881	225,802	285,000	285,000	TOTAL BEGINNING WORKING CAPITAL	334,500	334,500	334,500
<b>INTERGOVERNMENTAL</b>							
31,077	0	0	0	Federal & State Sources	0	0	0
0	64,542	0	0	State Sources	73,000	73,000	73,000
31,077	64,542	0	0		73,000	73,000	73,000
2,158	1,094	1,250	1,250	TOTAL INTEREST	1,000	1,000	1,000
54,991	0	73,000	73,000	TOTAL FINANCING SOURCES	0	0	0
529,108	291,439	359,250	359,250	FUND TOTAL	408,500	408,500	408,500

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COMMUNITY SERVICES</b>							
57,245	-2,148	0	0	Personal Services	0	0	0
45,044	2,452	0	0	Contractual Services	0	0	0
4,706	6,263	0	0	Materials & Supplies	0	0	0
196,311	24,164	100,000	100,000	Capital Outlay	50,000	50,000	50,000
303,306	30,732	100,000	100,000		50,000	50,000	50,000
0	0	259,250	259,250	CONTINGENCY	358,500	358,500	358,500
225,802	260,707	0	0	UNAPPROPRIATED BALANCE	0	0	0
529,108	291,439	359,250	359,250	FUND TOTAL	408,500	408,500	408,500

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>OVERALL COUNTY</b>							
440,881	225,802	0	0	50000 Beginning Working Capital	0	0	0
2,158	1,094	0	0	50270 Interest Earnings	0	0	0
<b>DEPARTMENT OF COMMUNITY SERVICES</b>							
0	0	285,000	285,000	50000 Beginning Working Capital	334,500	334,500	334,500
0	64,542	0	0	50180 IG-OP-Direct St	73,000	73,000	73,000
31,077	0	0	0	50190 IG-OP-Fed Thru St	0	0	0
0	0	1,250	1,250	50270 Interest Earnings	1,000	1,000	1,000
54,991	0	73,000	73,000	50320 Cash Transfer Revenue	0	0	0



**FUND 1504: RECREATION FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>TAXES</b>							
83,643	64,381	105,000	105,000	County Gas Tax	102,080	102,080	102,080
<b>83,643</b>	<b>64,381</b>	<b>105,000</b>	<b>105,000</b>		<b>102,080</b>	<b>102,080</b>	<b>102,080</b>
<b>83,643</b>	<b>64,381</b>	<b>105,000</b>	<b>105,000</b>	<b>FUND TOTAL</b>	<b>102,080</b>	<b>102,080</b>	<b>102,080</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COUNTY MANAGEMENT</b>							
81,453	63,305	102,500	102,500	Contractual Services	100,000	100,000	100,000
2,190	1,076	2,500	2,500	Materials & Supplies	2,080	2,080	2,080
<b>83,643</b>	<b>64,381</b>	<b>105,000</b>	<b>105,000</b>		<b>102,080</b>	<b>102,080</b>	<b>102,080</b>
<b>83,643</b>	<b>64,381</b>	<b>105,000</b>	<b>105,000</b>	<b>FUND TOTAL</b>	<b>102,080</b>	<b>102,080</b>	<b>102,080</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COUNTY MANAGEMENT</b>							
<b>83,643</b>	<b>64,381</b>	<b>105,000</b>	<b>105,000</b>	50150 County Marine Fuel Tax	<b>102,080</b>	<b>102,080</b>	<b>102,080</b>

**FUND 1505: FEDERAL/STATE PROGRAM FUND**

<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ADOPTED</b>	<b>FY12 REVISED</b>	<b>REVENUE BY CATEGORY AND CLASS</b>	<b>FY13 PROPOSED</b>	<b>FY13 APPROVED</b>	<b>FY13 ADOPTED</b>
6,735,022	5,942,249	3,449,091	8,335,976	<b>TOTAL BEGINNING WORKING CAPITAL</b>	2,748,109	2,748,109	2,924,185
<b>INTERGOVERNMENTAL</b>							
114,022,010	121,354,562	118,520,338	121,758,713	Federal & State Sources	112,567,283	112,567,283	113,211,471
20,644,430	23,379,029	21,634,314	22,310,324	Federal Sources	19,239,567	19,239,567	19,420,771
7,228,429	5,486,944	6,733,569	7,188,115	Local Sources	12,500,439	12,500,439	12,754,774
43,805,085	43,867,687	46,542,021	42,310,935	State Sources	35,132,372	35,132,372	35,070,927
<b>185,699,954</b>	<b>194,088,222</b>	<b>193,430,242</b>	<b>193,568,087</b>		<b>179,439,661</b>	<b>179,439,661</b>	<b>180,457,943</b>
<b>LICENSES &amp; PERMITS</b>							
1,014,867	985,982	1,077,044	1,107,044	Licenses	991,392	991,392	991,392
0	0	8,093	8,093	Permits	8,083	8,083	8,083
<b>1,014,867</b>	<b>985,982</b>	<b>1,085,137</b>	<b>1,115,137</b>		<b>999,475</b>	<b>999,475</b>	<b>999,475</b>
<b>SERVICE CHARGES</b>							
163,810	166,133	251,234	251,234	Facilities Management	176,079	176,079	176,079
79,667,722	89,750,492	68,358,161	43,813,771	IG Charges for Services	38,616,114	38,616,114	38,616,114
-16,080,610	-19,243,092	51,316	51,316	Miscellaneous	69,286	69,286	69,286
3,878,892	3,470,256	4,079,481	4,074,685	Service Charges	4,589,955	4,589,955	4,589,955
<b>67,629,815</b>	<b>74,143,789</b>	<b>72,740,192</b>	<b>48,191,006</b>		<b>43,451,434</b>	<b>43,451,434</b>	<b>43,451,434</b>
<b>1,639</b>	<b>868</b>	<b>0</b>	<b>0</b>	<b>TOTAL INTEREST</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER</b>							
36,277	24,155	44,000	44,000	Dividends/Refunds	44,000	44,000	44,000
601	30	1,500	1,500	Fines/Forfeitures	0	0	0
2,876,556	2,628,611	2,298,376	2,351,834	Nongovernmental Grants	2,893,931	2,893,931	3,269,931
0	0	0	0	Other Miscellaneous	0	0	0
0	1,022	0	0	Sales	0	0	0
0	70	34,284	38,299	Service Reimbursements	47,399	47,399	47,399
15,686	74,227	92,470	92,470	Trusts	3,100	3,100	3,100
<b>2,929,120</b>	<b>2,728,115</b>	<b>2,470,630</b>	<b>2,528,103</b>		<b>2,988,430</b>	<b>2,988,430</b>	<b>3,364,430</b>
<b>264,010,416</b>	<b>277,889,225</b>	<b>273,175,292</b>	<b>253,738,309</b>	<b>FUND TOTAL</b>	<b>229,627,109</b>	<b>229,627,109</b>	<b>231,197,467</b>
<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ADOPTED</b>	<b>FY12 REVISED</b>	<b>EXPENDITURES BY DEPARTMENT</b>	<b>FY13 PROPOSED</b>	<b>FY13 APPROVED</b>	<b>FY13 ADOPTED</b>
<b>COUNTY HUMAN SERVICES</b>							
40,287,317	44,106,984	43,817,773	45,268,854	Personal Services	45,587,357	45,587,357	45,880,600
66,814,004	61,898,915	64,577,054	68,067,175	Contractual Services	55,539,502	55,539,502	55,569,304
9,923,170	9,738,866	10,895,744	11,070,400	Materials & Supplies	10,420,517	10,420,517	10,440,118
50,392	0	0	0	Capital Outlay	0	0	0
<b>117,074,883</b>	<b>115,744,765</b>	<b>119,290,571</b>	<b>124,406,429</b>		<b>111,547,376</b>	<b>111,547,376</b>	<b>111,890,022</b>
<b>HEALTH DEPARTMENT</b>							
55,535,374	63,773,141	63,532,636	42,531,207	Personal Services	39,714,621	39,714,621	39,726,628
10,647,231	12,854,504	11,052,875	11,512,264	Contractual Services	7,030,443	7,030,443	7,241,884
30,021,894	31,688,129	30,059,846	27,394,508	Materials & Supplies	27,703,918	27,703,918	27,787,828
197,901	441,305	0	1,004,150	Capital Outlay	0	0	0
<b>96,402,401</b>	<b>108,757,079</b>	<b>104,645,357</b>	<b>82,442,129</b>		<b>74,448,982</b>	<b>74,448,982</b>	<b>74,756,340</b>

**FUND 1505: FEDERAL/STATE PROGRAM FUND**

<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ADOPTED</b>	<b>FY12 REVISED</b>	<b>EXPENDITURES BY DEPARTMENT</b>	<b>FY13 PROPOSED</b>	<b>FY13 APPROVED</b>	<b>FY13 ADOPTED</b>
<b>COMMUNITY JUSTICE</b>							
16,580,604	17,274,213	19,346,235	16,668,626	Personal Services	15,970,272	15,970,272	15,982,013
5,224,085	5,660,735	6,570,701	6,526,557	Contractual Services	5,507,537	5,507,537	5,507,537
3,400,953	2,405,372	3,151,335	2,795,782	Materials & Supplies	2,462,392	2,462,392	2,463,574
17,889	0	0	0	Capital Outlay	0	0	0
<b>25,223,531</b>	<b>25,340,320</b>	<b>29,068,271</b>	<b>25,990,965</b>		<b>23,940,201</b>	<b>23,940,201</b>	<b>23,953,124</b>
<b>DISTRICT ATTORNEY</b>							
4,958,187	5,115,634	5,044,961	5,170,620	Personal Services	4,826,112	4,826,112	5,080,447
654,614	694,033	576,604	576,604	Contractual Services	584,180	584,180	584,180
433,432	417,829	656,084	676,987	Materials & Supplies	611,541	611,541	611,541
0	21,748	0	0	Capital Outlay	0	0	0
<b>6,046,233</b>	<b>6,249,244</b>	<b>6,277,649</b>	<b>6,424,211</b>		<b>6,021,833</b>	<b>6,021,833</b>	<b>6,276,168</b>
<b>SHERIFF</b>							
9,331,249	9,587,997	9,017,732	8,123,112	Personal Services	8,318,340	8,318,340	8,410,615
33,732	19,579	44,222	54,813	Contractual Services	24,228	24,228	24,228
1,072,976	883,361	878,866	790,414	Materials & Supplies	813,244	813,244	860,538
248,992	72,582	0	0	Capital Outlay	0	0	380,517
<b>10,686,949</b>	<b>10,563,519</b>	<b>9,940,820</b>	<b>8,968,339</b>		<b>9,155,812</b>	<b>9,155,812</b>	<b>9,675,898</b>
<b>NON-DEPARTMENTAL</b>							
1,247,924	1,380,934	1,760,227	2,089,629	Personal Services	1,322,133	1,322,133	1,416,730
783,343	1,141,754	1,709,449	1,768,696	Contractual Services	1,704,564	1,704,564	1,735,124
407,962	437,918	474,855	506,451	Materials & Supplies	391,594	391,594	399,437
18,224	0	0	0	Capital Outlay	0	0	0
<b>2,457,454</b>	<b>2,960,605</b>	<b>3,944,531</b>	<b>4,364,776</b>		<b>3,418,291</b>	<b>3,418,291</b>	<b>3,551,291</b>
<b>DEPARTMENT OF COUNTY MANAGEMENT</b>							
45,669	0	0	0	Personal Services	0	0	0
10,387	54,174	0	0	Contractual Services	0	0	0
1,606	0	0	0	Materials & Supplies	0	0	0
<b>57,662</b>	<b>54,174</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT OF COMMUNITY SERVICES</b>							
33,391	33,630	0	0	Personal Services	0	0	0
80,189	0	8,093	8,093	Contractual Services	43,083	43,083	43,083
5,475	13,912	0	0	Materials & Supplies	0	0	0
<b>119,054</b>	<b>47,542</b>	<b>8,093</b>	<b>8,093</b>		<b>43,083</b>	<b>43,083</b>	<b>43,083</b>
<b>DEPARTMENT OF COUNTY ASSETS</b>							
0	0	0	33,352	Personal Services	0	0	0
0	0	0	31,563	Contractual Services	0	0	0
0	0	0	16,921	Materials & Supplies	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>81,836</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>CASH TRANSFERS TO . .</b>							
0	0	0	0	General Fund	1,051,531	1,051,531	1,051,541
0	0	0	0	<b>TOTAL CASH TRANSFERS</b>	<b>1,051,531</b>	<b>1,051,531</b>	<b>1,051,541</b>
0	0	0	1,051,531	<b>CONTINGENCY</b>	<b>0</b>	<b>0</b>	<b>0</b>
5,942,249	8,171,976	0	0	<b>UNAPPROPRIATED BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>264,010,416</b>	<b>277,889,225</b>	<b>273,175,292</b>	<b>253,738,309</b>	<b>FUND TOTAL</b>	<b>229,627,109</b>	<b>229,627,109</b>	<b>231,197,467</b>

**FUND 1505: FEDERAL/STATE PROGRAM FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED

**COUNTY HUMAN SERVICES**

5,345,980	2,400,999	2,804,656	4,712,226	50000 Beginning Working Capital	1,423,162	1,423,162	1,460,711
4,464,263	4,205,745	4,299,243	4,598,527	50170 IG-OP-Direct Fed	3,647,035	3,647,035	3,647,035
8,063,762	7,737,813	7,814,311	7,516,771	50180 IG-OP-Direct St	8,555,458	8,555,458	8,568,859
94,430,091	100,852,739	99,025,497	102,187,617	50190 IG-OP-Fed Thru St	92,899,224	92,899,224	93,190,920
307,528	946,509	532,202	532,202	50195 IG-OP-Fed Thru Other	503,072	503,072	503,072
4,230,370	2,368,492	3,183,063	3,503,143	50200 IG-OP-Other	3,125,242	3,125,242	3,125,242
1,100,988	726,814	538,566	538,566	50210 Nongovernmental Agencies	850,638	850,638	850,638
367,188	355,229	399,673	429,673	50220 Licenses and Fees	319,770	319,770	319,770
1,296	2,221	0	0	50221 Photocopy Charges	0	0	0
29,640	40,550	41,804	0	50235 Service Charges	5,000	5,000	5,000
951,171	528,546	263,852	0	50236 IG-Charges For Srvc	0	0	0
163,810	166,133	251,234	251,234	50240 Property/Space Rentals	171,675	171,675	171,675
0	104	0	0	50250 Sales to the Public	0	0	0
21,512	22,487	44,000	44,000	50290 Dividends & Rebates	44,000	44,000	44,000
11,278	72,985	92,470	92,470	50300 OP-Donations	3,100	3,100	3,100
0	70	0	0	50310 Service Reimbursements	0	0	0
-13,105	102,313	0	0	50350 Write Off Revenue	0	0	0
111	100	0	0	50360 Miscellaneous Revenue	0	0	0

**HEALTH DEPARTMENT**

115,351	2,807,999	0	1,756,458	50000 Beginning Working Capital	0	0	0
14,581,977	17,865,845	15,781,849	16,063,849	50170 IG-OP-Direct Fed	14,716,014	14,716,014	14,822,218
4,075,422	4,187,505	3,716,375	3,678,892	50180 IG-OP-Direct St	3,687,732	3,687,732	3,512,886
0	4,501	0	0	50185 IG-CAP-Fed Thru St	0	0	0
10,699,494	9,372,574	9,753,256	9,857,912	50190 IG-OP-Fed Thru St	10,204,031	10,204,031	10,204,031
1,664,479	1,719,365	1,317,440	1,099,076	50195 IG-OP-Fed Thru Other	1,000,739	1,000,739	1,000,739
1,312,509	1,774,056	1,077,278	1,211,744	50200 IG-OP-Other	1,150,000	1,150,000	1,150,000
971,875	1,073,092	1,216,817	1,172,817	50210 Nongovernmental Agencies	1,509,392	1,509,392	1,885,392
616,940	599,700	637,509	637,509	50220 Licenses and Fees	631,622	631,622	631,622
3,849,253	3,429,697	4,022,677	4,059,685	50235 Service Charges	3,857,417	3,857,417	3,857,417
77,389,629	88,092,321	67,036,556	42,818,587	50236 IG-Charges For Srvc	37,575,350	37,575,350	37,575,350
0	919	0	0	50250 Sales to the Public	0	0	0
1,639	868	0	0	50270 Interest Earnings	0	0	0
14,765	1,468	0	0	50290 Dividends & Rebates	0	0	0
0	0	34,284	34,284	50310 Service Reimbursements	47,399	47,399	47,399
116,446	380,209	0	0	50350 Write Off Revenue	0	0	0
0	0	51,316	51,316	50360 Miscellaneous Revenue	69,286	69,286	69,286
-16,199,381	-19,745,041	0	0	50400 Contra Revenue	0	0	0

**FUND 1505: FEDERAL/STATE PROGRAM FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
COMMUNITY JUSTICE								
632,728	0	0	168,365	50000	Beginning Working Capital	0	0	0
133,498	605,371	1,001,928	1,001,928	50170	IG-OP-Direct Fed	512,664	512,664	512,664
19,930,016	20,070,535	21,580,294	18,397,192	50180	IG-OP-Direct St	18,061,837	18,061,837	18,061,837
17,889	0	0	0	50185	IG-CAP-Fed Thru St	0	0	0
1,232,753	1,902,321	3,087,501	3,087,501	50190	IG-OP-Fed Thru St	2,199,659	2,199,659	2,199,659
333,539	619,709	145,784	145,784	50195	IG-OP-Fed Thru Other	114,483	114,483	127,406
1,467,050	1,058,975	2,050,260	2,050,260	50200	IG-OP-Other	1,206,154	1,206,154	1,206,154
280,331	182,490	237,747	237,747	50210	Nongovernmental Agencies	205,026	205,026	205,026
0	10	0	0	50235	Service Charges	727,538	727,538	727,538
1,192,082	1,053,357	964,757	902,188	50236	IG-Charges For Srvc	912,840	912,840	912,840
3,647	15,917	0	0	50350	Write Off Revenue	0	0	0
-1	0	0	0	50360	Miscellaneous Revenue	0	0	0
DISTRICT ATTORNEY								
29,596	4,504	3,500	3,500	50000	Beginning Working Capital	22,700	22,700	22,700
537,287	483,253	304,543	304,543	50170	IG-OP-Direct Fed	155,789	155,789	155,789
1,971,361	2,363,372	2,797,487	2,871,538	50180	IG-OP-Direct St	2,768,485	2,768,485	2,768,485
2,353,633	2,241,022	2,335,644	2,335,644	50190	IG-OP-Fed Thru St	2,458,715	2,458,715	2,458,715
448,593	371,041	123,899	192,395	50195	IG-OP-Fed Thru Other	192,097	192,097	192,097
178,000	285,420	422,968	422,968	50200	IG-OP-Other	113,267	113,267	367,602
490,860	490,374	248,246	248,246	50210	Nongovernmental Agencies	266,375	266,375	266,375
30,740	31,054	39,862	39,862	50220	Licenses and Fees	40,000	40,000	40,000
0	0	0	0	50240	Property/Space Rentals	4,404	4,404	4,404
601	30	1,500	1,500	50280	Fines and Forfeitures	0	0	0
0	200	0	0	50290	Dividends & Rebates	0	0	0
0	56	0	0	50300	OP-Donations	0	0	0
10,068	0	0	0	50350	Write Off Revenue	0	0	0
0	0	0	4,015	50370	Departmental Indirect	0	0	0
SHERIFF								
360,009	496,264	30,000	32,961	50000	Beginning Working Capital	10,000	10,000	148,517
912,800	213,420	246,751	281,500	50170	IG-OP-Direct Fed	208,065	208,065	283,065
8,467,785	8,241,704	9,364,966	8,270,742	50180	IG-OP-Direct St	1,077,914	1,077,914	1,077,914
117,099	80,153	0	0	50185	IG-CAP-Fed Thru St	0	0	0
864,137	1,022,977	0	0	50190	IG-OP-Fed Thru St	653,866	653,866	653,866
383,579	405,222	134,107	218,140	50195	IG-OP-Fed Thru Other	122,267	122,267	428,836
0	0	0	0	50200	IG-OP-Other	6,905,776	6,905,776	6,905,776
31,129	45,619	57,000	57,000	50210	Nongovernmental Agencies	50,000	50,000	50,000
0	0	15,000	15,000	50235	Service Charges	0	0	0
134,841	76,268	92,996	92,996	50236	IG-Charges For Srvc	127,924	127,924	127,924
0	92	0	0	50350	Write Off Revenue	0	0	0
-88,165	0	0	0	95104	Settle All Revenue	0	0	0

**FUND 1505: FEDERAL/STATE PROGRAM FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
NON-DEPARTMENTAL								
197,303	232,483	610,935	610,935	50000	Beginning Working Capital	240,716	240,716	240,716
0	5,396	0	0	50170	IG-OP-Direct Fed	0	0	0
1,228,258	1,231,760	1,268,588	1,575,800	50180	IG-OP-Direct St	945,946	945,946	1,045,946
1,063,017	1,545,904	2,065,008	2,080,583	50190	IG-OP-Fed Thru St	2,219,130	2,219,130	2,252,130
96,833	204,788	0	0	50195	IG-OP-Fed Thru Other	0	0	0
10,500	0	0	0	50200	IG-OP-Other	0	0	0
1,373	110,122	0	97,125	50210	Nongovernmental Agencies	12,500	12,500	12,500
4,408	1,186	0	0	50300	OP-Donations	0	0	0
0	100	0	333	50302	Gen-Donations	0	0	0
80	117	0	0	50350	Write Off Revenue	0	0	0
0	0	0	0	50360	Miscellaneous Revenue	0	0	0
88,165	0	0	0	95104	Settle All Revenue	0	0	0
OVERALL COUNTY								
0	0	0	1,051,531	50000	Beginning Working Capital	1,051,531	1,051,531	1,051,541
DEPARTMENT OF COUNTY MANAGEMENT								
14,604	0	0	0	50170	IG-OP-Direct Fed	0	0	0
33,481	0	0	0	50180	IG-OP-Direct St	0	0	0
9,578	54,174	0	0	50190	IG-OP-Fed Thru St	0	0	0
-2	0	0	0	50350	Write Off Revenue	0	0	0
DEPARTMENT OF COMMUNITY SERVICES								
54,054	0	0	0	50000	Beginning Working Capital	0	0	0
0	0	0	0	50170	IG-OP-Direct Fed	0	0	0
35,000	34,998	0	0	50180	IG-OP-Direct St	35,000	35,000	35,000
-232	11,563	0	0	50190	IG-OP-Fed Thru St	0	0	0
30,000	0	0	0	50200	IG-OP-Other	0	0	0
0	0	8,093	8,093	50230	Permits	8,083	8,083	8,083
232	981	0	0	50350	Write Off Revenue	0	0	0
DEPARTMENT OF COUNTY ASSETS								
0	0	0	59,977	50170	IG-OP-Direct Fed	0	0	0
0	0	0	21,859	50190	IG-OP-Fed Thru St	0	0	0

**FUND 1506: COUNTY SCHOOL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
187	1,790	1,000	1,000	TOTAL BEGINNING WORKING CAPITAL	2,000	2,000	2,000
				<b>TAXES</b>			
183,983	165,805	166,000	166,000	In Lieu of Taxes	0	0	0
183,983	165,805	166,000	166,000		0	0	0
				<b>INTERGOVERNMENTAL</b>			
16,619	18,747	20,000	20,000	Federal & State Sources	20,000	20,000	20,000
16,619	18,747	20,000	20,000		20,000	20,000	20,000
66	70	100	100	TOTAL INTEREST	50	50	50
				<b>OTHER</b>			
1,752	1,527	0	0	Fines/Forfeitures	1,750	1,750	1,750
1,752	1,527	0	0		1,750	1,750	1,750
202,606	187,939	187,100	187,100	FUND TOTAL	23,800	23,800	23,800

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>NON-DEPARTMENTAL</b>			
200,816	186,555	187,100	187,100	Contractual Services	23,800	23,800	23,800
200,816	186,555	187,100	187,100		23,800	23,800	23,800
1,790	1,384	0	0	UNAPPROPRIATED BALANCE	0	0	0
202,606	187,939	187,100	187,100	FUND TOTAL	23,800	23,800	23,800

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>NON-DEPARTMENTAL</b>			
0	0	1,000	1,000	50000 Beginning Working Capital	2,000	2,000	2,000
16,619	18,747	20,000	20,000	50112 Govt Shared-Gen	20,000	20,000	20,000
183,983	165,805	166,000	166,000	50117 In Lieu Of Tax-Prog	0	0	0
0	0	100	100	50270 Interest Earnings	50	50	50
1,752	1,527	0	0	50280 Fines and Forfeitures	1,750	1,750	1,750
				<b>OVERALL COUNTY</b>			
187	1,790	0	0	50000 Beginning Working Capital	0	0	0
66	70	0	0	50270 Interest Earnings	0	0	0

**FUND 1507: TAX TITLE LAND SALES FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
290,169	0	0	0	TOTAL BEGINNING WORKING CAPITAL	0	0	0
				<b>TAXES</b>			
87,041	0	0	0	In Lieu of Taxes	0	0	0
87,041	0	0	0		0	0	0
				<b>INTERGOVERNMENTAL</b>			
28,809	0	0	0	Federal Sources	0	0	0
28,809	0	0	0		0	0	0
				<b>LICENSES &amp; PERMITS</b>			
62	0	0	0	Licenses	0	0	0
62	0	0	0		0	0	0
31,459	0	0	0	TOTAL INTEREST	0	0	0
				<b>OTHER</b>			
322,432	0	0	0	Sales	0	0	0
322,432	0	0	0		0	0	0
759,973	0	0	0	FUND TOTAL	0	0	0

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>DEPARTMENT OF COUNTY MANAGEMENT</b>			
121,374	0	0	0	Personal Services	0	0	0
433,894	0	0	0	Contractual Services	0	0	0
63,167	0	0	0	Materials & Supplies	0	0	0
618,436	0	0	0		0	0	0
				<b>DEPARTMENT OF COMMUNITY SERVICES</b>			
-436	0	0	0	Personal Services	0	0	0
14,827	0	0	0	Materials & Supplies	0	0	0
14,391	0	0	0		0	0	0
				<b>CASH TRANSFERS TO. . .</b>			
127,146	0	0	0	General Fund	0	0	0
127,146	0	0	0	TOTAL CASH TRANSFERS	0	0	0
759,973	0	0	0	FUND TOTAL	0	0	0

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>OVERALL COUNTY</b>			
290,169	0	0	0	50000 Beginning Working Capital	0	0	0
1,261	0	0	0	50270 Interest Earnings	0	0	0
				<b>DEPARTMENT OF COUNTY MANAGEMENT</b>			
87,041	0	0	0	50110 Payment In Lieu of Tax	0	0	0
28,809	0	0	0	50170 IG-OP-Direct Fed	0	0	0
62	0	0	0	50220 Licenses and Fees	0	0	0
322,432	0	0	0	50250 Sales to the Public	0	0	0
30,199	0	0	0	50270 Interest Earnings	0	0	0



**FUND 1508: ANIMAL CONTROL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
751,307	1,044,006	587,050	810,945	TOTAL BEGINNING WORKING CAPITAL	690,694	690,694	690,694
				<i>INTERGOVERNMENTAL</i>			
78,725	72,493	68,000	68,000	Local Sources	68,000	68,000	68,000
78,725	72,493	68,000	68,000		68,000	68,000	68,000
				<i>LICENSES &amp; PERMITS</i>			
1,114,457	1,663,737	1,625,000	1,800,000	Licenses	1,825,000	1,825,000	1,825,000
106,792	109,414	112,000	112,000	Permits	112,000	112,000	112,000
1,221,249	1,773,151	1,737,000	1,912,000		1,937,000	1,937,000	1,937,000
				<i>SERVICE CHARGES</i>			
95,097	65,147	65,000	65,000	Service Charges	65,000	65,000	65,000
95,097	65,147	65,000	65,000		65,000	65,000	65,000
5,650	4,206	0	0	TOTAL INTEREST	0	0	0
				<i>OTHER</i>			
28,951	38,236	40,000	40,000	Fines/Forfeitures	40,000	40,000	40,000
0	2,112	20,000	20,000	Nongovernmental Grants	10,000	10,000	10,000
112,383	185,753	175,000	175,000	Trusts	165,000	165,000	165,000
141,334	226,101	235,000	235,000		215,000	215,000	215,000
2,293,361	3,185,103	2,692,050	3,090,945	FUND TOTAL	2,975,694	2,975,694	2,975,694
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>DEPARTMENT OF COMMUNITY SERVICES</i>			
521	2,548	128,263	149,415	Personal Services	239,332	239,332	239,332
9,435	45,185	417,787	535,544	Contractual Services	209,374	209,374	209,374
65,399	88,670	106,000	106,000	Materials & Supplies	103,765	103,765	103,765
75,355	136,404	652,050	790,959		552,471	552,471	552,471
				<i>CASH TRANSFERS TO. . .</i>			
1,174,000	2,237,957	1,860,000	2,119,986	General Fund	2,085,000	2,085,000	2,085,000
1,174,000	2,237,957	1,860,000	2,119,986	TOTAL CASH TRANSFERS	2,085,000	2,085,000	2,085,000
0	0	180,000	180,000	CONTINGENCY	338,223	338,223	338,223
1,044,006	810,742	0	0	UNAPPROPRIATED BALANCE	0	0	0
2,293,361	3,185,103	2,692,050	3,090,945	FUND TOTAL	2,975,694	2,975,694	2,975,694
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>OVERALL COUNTY</i>			
173,433	387,956	0	59,986	50000 Beginning Working Capital	0	0	0

**FUND 1508: ANIMAL CONTROL FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
DEPARTMENT OF COMMUNITY SERVICES								
577,874	656,050	587,050	750,959	50000	Beginning Working Capital	690,694	690,694	690,694
78,725	72,493	68,000	68,000	50200	IG-OP-Other	68,000	68,000	68,000
1,114,457	1,663,737	1,625,000	1,800,000	50220	Licenses and Fees	1,825,000	1,825,000	1,825,000
106,792	109,414	112,000	112,000	50230	Permits	112,000	112,000	112,000
95,097	65,147	65,000	65,000	50235	Service Charges	65,000	65,000	65,000
5,650	4,206	0	0	50270	Interest Earnings	0	0	0
28,951	38,236	40,000	40,000	50280	Fines and Forfeitures	40,000	40,000	40,000
112,383	185,753	175,000	175,000	50300	OP-Donations	165,000	165,000	165,000
0	2,112	20,000	20,000	50301	CAP-Donations	10,000	10,000	10,000

**FUND 1509: WILLAMETTE RIVER BRIDGE FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
3,986,031	1,975,716	19,226,756	19,226,756	TOTAL BEGINNING WORKING CAPITAL	1,707,364	1,707,364	1,707,364
<b>INTERGOVERNMENTAL</b>							
2,782,959	9,385,172	7,548,211	7,548,211	Federal & State Sources	0	0	0
0	0	0	0	Federal Sources	897,300	897,300	897,300
251,809	649,255	0	0	Local Sources	0	0	0
0	5,067,276	0	0	State Sources	5,299,777	5,299,777	5,299,777
3,034,769	15,101,703	7,548,211	7,548,211		6,197,077	6,197,077	6,197,077
<b>LICENSES &amp; PERMITS</b>							
0	8,223,763	0	0	Licenses	0	0	0
0	8,223,763	0	0		0	0	0
<b>SERVICE CHARGES</b>							
44	0	5,000	5,000	Miscellaneous	5,000	5,000	5,000
3,188	652	0	0	Service Charges	0	0	0
3,233	652	5,000	5,000		5,000	5,000	5,000
<b>OTHER</b>							
92,334	32,868	0	0	Dividends/Refunds	0	0	0
0	0	0	0	Other Miscellaneous	0	0	0
5,214	4,104	0	0	Sales	0	0	0
0	0	1,359,000	1,359,000	Service Reimbursements	3,948,415	3,948,415	3,948,415
0	25	0	0	Trusts	0	0	0
97,548	36,998	1,359,000	1,359,000		3,948,415	3,948,415	3,948,415
5,051,631	9,000,000	5,597,305	5,597,305	TOTAL FINANCING SOURCES	0	0	0
12,173,212	34,338,831	33,736,272	33,736,272	FUND TOTAL	11,857,856	11,857,856	11,857,856

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COMMUNITY SERVICES</b>							
4,095,556	4,492,057	4,622,576	4,622,576	Personal Services	4,860,566	4,860,566	4,860,566
1,702,597	6,735,853	163,581	163,581	Contractual Services	2,737,749	2,737,749	2,737,749
1,133,147	1,251,357	1,383,931	1,383,931	Materials & Supplies	1,870,098	1,870,098	1,870,098
182,928	149,416	0	0	Debt Service	0	0	0
0	3,197,877	9,805,000	9,805,000	Capital Outlay	2,235,000	2,235,000	2,235,000
7,114,228	15,826,560	15,975,088	15,975,088		11,703,413	11,703,413	11,703,413
<b>CASH TRANSFERS TO . .</b>							
1,117,072	850,584	0	0	General Fund	0	0	0
1,966,196	0	0	0	Capital Improvement Fund	0	0	0
0	0	17,215,277	17,215,277	Sellwood Bridge Replacement Fund	0	0	0
3,083,268	850,584	17,215,277	17,215,277	TOTAL CASH TRANSFERS	0	0	0
0	0	545,907	545,907	CONTINGENCY	154,443	154,443	154,443
1,975,716	17,661,687	0	0	UNAPPROPRIATED BALANCE	0	0	0
12,173,212	34,338,831	33,736,272	33,736,272	FUND TOTAL	11,857,856	11,857,856	11,857,856

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>OVERALL COUNTY</b>							
3,986,031	1,975,716	0	0	50000 Beginning Working Capital	0	0	0

**FUND 1509: WILLAMETTE RIVER BRIDGE FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COMMUNITY SERVICES</b>							
0	0	19,226,756	19,226,756	50000 Beginning Working Capital	1,707,364	1,707,364	1,707,364
0	0	0	0	50170 IG-OP-Direct Fed	897,300	897,300	897,300
0	5,067,276	0	0	50180 IG-OP-Direct St	5,299,777	5,299,777	5,299,777
2,782,959	9,385,172	7,548,211	7,548,211	50190 IG-OP-Fed Thru St	0	0	0
251,809	649,255	0	0	50200 IG-OP-Other	0	0	0
0	8,223,763	0	0	50220 Licenses and Fees	0	0	0
3,188	652	0	0	50235 Service Charges	0	0	0
5,214	4,104	0	0	50250 Sales to the Public	0	0	0
92,334	32,868	0	0	50290 Dividends & Rebates	0	0	0
0	25	0	0	50300 OP-Donations	0	0	0
0	0	1,359,000	1,359,000	50310 Service Reimbursements	3,948,415	3,948,415	3,948,415
5,051,631	9,000,000	5,597,305	5,597,305	50320 Cash Transfer Revenue	0	0	0
36	0	0	0	50350 Write Off Revenue	0	0	0
8	0	5,000	5,000	50360 Miscellaneous Revenue	5,000	5,000	5,000
0	0	0	0	95104 Settle All Revenue	0	0	0

**FUND 1510: LIBRARY SERIAL LEVY FUND**

<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ADOPTED</b>	<b>FY12 REVISED</b>	<b>REVENUE BY CATEGORY AND CLASS</b>	<b>FY13 PROPOSED</b>	<b>FY13 APPROVED</b>	<b>FY13 ADOPTED</b>
<b>20,290,968</b>	<b>19,094,556</b>	<b>15,256,276</b>	<b>15,256,276</b>	<b>TOTAL BEGINNING WORKING CAPITAL</b>	<b>5,664,963</b>	<b>5,664,963</b>	<b>5,664,963</b>
				<b>TAXES</b>			
12,475	14,013	0	0	In Lieu of Taxes	0	0	0
161,656	205,590	124,388	124,388	Penalty & Interest	109,873	109,873	109,873
952,414	873,465	696,574	696,574	Prior Year Taxes	622,616	622,616	622,616
39,149,262	37,381,850	34,596,002	34,596,002	Property Taxes	31,824,538	31,824,538	31,824,538
<b>40,275,806</b>	<b>38,474,918</b>	<b>35,416,964</b>	<b>35,416,964</b>		<b>32,557,027</b>	<b>32,557,027</b>	<b>32,557,027</b>
				<b>INTERGOVERNMENTAL</b>			
541,105	412,838	408,767	408,767	Federal & State Sources	478,240	478,240	478,240
2,644	7,956	0	0	Federal Sources	0	0	0
13,500	9,000	0	0	Local Sources	0	0	0
106,036	77,168	76,168	76,168	State Sources	88,400	88,400	88,400
<b>663,285</b>	<b>506,962</b>	<b>484,935</b>	<b>484,935</b>		<b>566,640</b>	<b>566,640</b>	<b>566,640</b>
				<b>LICENSES &amp; PERMITS</b>			
161,448	144,504	160,000	160,000	Licenses	135,450	135,450	135,450
<b>161,448</b>	<b>144,504</b>	<b>160,000</b>	<b>160,000</b>		<b>135,450</b>	<b>135,450</b>	<b>135,450</b>
				<b>SERVICE CHARGES</b>			
361	315	0	0	Facilities Management	0	0	0
114,899	123,557	120,000	120,000	Miscellaneous	134,740	134,740	134,740
2,050	3,350	0	0	Service Charges	0	0	0
<b>117,310</b>	<b>127,222</b>	<b>120,000</b>	<b>120,000</b>		<b>134,740</b>	<b>134,740</b>	<b>134,740</b>
<b>169,842</b>	<b>118,819</b>	<b>289,772</b>	<b>289,772</b>	<b>TOTAL INTEREST</b>	<b>64,000</b>	<b>64,000</b>	<b>64,000</b>
				<b>OTHER</b>			
4,333	8,800	4,300	4,300	Dividends/Refunds	1,900	1,900	1,900
1,190,615	1,252,445	1,100,000	1,100,000	Fines/Forfeitures	1,200,000	1,200,000	1,200,000
1,753,926	1,629,105	1,627,045	1,627,045	Nongovernmental Grants	711,601	711,601	1,422,158
0	5,196	0	0	Other Miscellaneous	0	0	0
276,475	226,097	230,000	230,000	Sales	218,000	218,000	218,000
0	650	36,400	36,400	Service Reimbursements	35,000	35,000	35,000
13,159	65,051	50,000	50,000	Trusts	50,000	50,000	50,000
<b>3,238,509</b>	<b>3,187,345</b>	<b>3,047,745</b>	<b>3,047,745</b>		<b>2,216,501</b>	<b>2,216,501</b>	<b>2,927,058</b>
<b>14,727,775</b>	<b>15,093,244</b>	<b>14,445,810</b>	<b>14,445,810</b>	<b>TOTAL FINANCING SOURCES</b>	<b>24,879,184</b>	<b>24,879,184</b>	<b>24,879,184</b>
<b>79,644,944</b>	<b>76,747,570</b>	<b>69,221,502</b>	<b>69,221,502</b>	<b>FUND TOTAL</b>	<b>66,218,505</b>	<b>66,218,505</b>	<b>66,929,062</b>
<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ADOPTED</b>	<b>FY12 REVISED</b>	<b>EXPENDITURES BY DEPARTMENT</b>	<b>FY13 PROPOSED</b>	<b>FY13 APPROVED</b>	<b>FY13 ADOPTED</b>
				<b>MULTNOMAH COUNTY LIBRARY</b>			
36,065,601	38,261,157	39,688,041	39,694,035	Personal Services	36,335,206	36,335,206	36,705,757
1,086,976	1,305,613	1,982,127	1,979,133	Contractual Services	1,536,545	1,536,545	1,583,445
23,162,672	20,442,619	20,798,932	20,795,932	Materials & Supplies	20,221,488	20,221,488	20,514,594
235,140	128,900	737,808	737,808	Capital Outlay	0	0	0
<b>60,550,388</b>	<b>60,138,289</b>	<b>63,206,908</b>	<b>63,206,908</b>		<b>58,093,239</b>	<b>58,093,239</b>	<b>58,803,796</b>
0	0	6,014,594	6,014,594	<b>CONTINGENCY</b>	8,125,266	8,125,266	8,125,266
19,094,556	16,609,281	0	0	<b>UNAPPROPRIATED BALANCE</b>	0	0	0
<b>79,644,944</b>	<b>76,747,570</b>	<b>69,221,502</b>	<b>69,221,502</b>	<b>FUND TOTAL</b>	<b>66,218,505</b>	<b>66,218,505</b>	<b>66,929,062</b>

**FUND 1510: LIBRARY SERIAL LEVY FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED

**MULTNOMAH COUNTY LIBRARY**

0	0	9,241,682	9,241,682	50000 Beginning Working Capital	4,098,901	4,098,901	4,098,901
39,149,262	37,381,850	34,596,002	34,596,002	50100 Property Taxes - Current	31,824,538	31,824,538	31,824,538
952,414	873,465	696,574	696,574	50101 Property Taxes - Prior	622,616	622,616	622,616
161,656	205,590	124,388	124,388	50103 Property Taxes - Interest	109,873	109,873	109,873
12,475	14,013	0	0	50110 Payment In Lieu of Tax	0	0	0
2,644	7,956	0	0	50170 IG-OP-Direct Fed	0	0	0
106,036	77,168	76,168	76,168	50180 IG-OP-Direct St	88,400	88,400	88,400
471,008	405,973	408,767	408,767	50190 IG-OP-Fed Thru St	478,240	478,240	478,240
70,097	6,865	0	0	50195 IG-OP-Fed Thru Other	0	0	0
13,500	9,000	0	0	50200 IG-OP-Other	0	0	0
1,737,381	1,628,105	1,627,045	1,627,045	50210 Nongovernmental Agencies	711,601	711,601	1,422,158
161,448	144,504	160,000	160,000	50220 Licenses and Fees	135,450	135,450	135,450
41,602	39,761	40,000	40,000	50221 Photocopy Charges	38,360	38,360	38,360
83,733	93,418	80,000	80,000	50222 Printer Charges	96,380	96,380	96,380
2,050	3,350	0	0	50235 Service Charges	0	0	0
361	315	0	0	50240 Property/Space Rentals	0	0	0
276,475	226,097	230,000	230,000	50250 Sales to the Public	218,000	218,000	218,000
9,587	7,484	289,772	289,772	50270 Interest Earnings	64,000	64,000	64,000
1,190,615	1,252,445	1,100,000	1,100,000	50280 Fines and Forfeitures	1,200,000	1,200,000	1,200,000
4,333	8,800	4,300	4,300	50290 Dividends & Rebates	1,900	1,900	1,900
13,159	65,051	50,000	50,000	50300 OP-Donations	50,000	50,000	50,000
16,546	1,000	0	0	50302 Gen-Donations	0	0	0
0	650	36,400	36,400	50310 Service Reimbursements	35,000	35,000	35,000
13,927,775	15,093,244	14,445,810	14,445,810	50320 Cash Transfer Revenue	18,319,980	18,319,980	18,319,980
800,000	0	0	0	50330 Financing Proceeds	0	0	0
1,092	3,134	0	0	50350 Write Off Revenue	0	0	0
-11,528	-12,756	0	0	50360 Miscellaneous Revenue	0	0	0
0	5,196	0	0	95104 Settle All Revenue	0	0	0

**OVERALL COUNTY**

20,290,968	19,094,556	6,014,594	6,014,594	50000 Beginning Working Capital	1,566,062	1,566,062	1,566,062
160,255	111,335	0	0	50270 Interest Earnings	0	0	0
0	0	0	0	50320 Cash Transfer Revenue	6,559,204	6,559,204	6,559,204

**FUND 1511: SPECIAL EXCISE TAXES FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
309,353	468,538	350,000	350,000	TOTAL BEGINNING WORKING CAPITAL	325,000	325,000	325,000
				<b>TAXES</b>			
2,956,573	3,065,062	3,200,000	3,200,000	Motor Vehicle Rental Tax	3,285,000	3,285,000	3,285,000
15,440,888	18,208,251	16,500,000	16,500,000	Transient Lodging Tax	20,075,000	20,075,000	20,075,000
18,397,461	21,273,313	19,700,000	19,700,000		23,360,000	23,360,000	23,360,000
6,858	4,999	5,250	5,250	TOTAL INTEREST	4,500	4,500	4,500
18,713,673	21,746,850	20,055,250	20,055,250	FUND TOTAL	23,689,500	23,689,500	23,689,500

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>NON-DEPARTMENTAL</b>			
18,245,134	21,437,249	20,055,250	20,055,250	Contractual Services	23,689,500	23,689,500	23,689,500
18,245,134	21,437,249	20,055,250	20,055,250		23,689,500	23,689,500	23,689,500
468,538	309,601	0	0	UNAPPROPRIATED BALANCE	0	0	0
18,713,673	21,746,850	20,055,250	20,055,250	FUND TOTAL	23,689,500	23,689,500	23,689,500

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>NON-DEPARTMENTAL</b>			
0	0	0	0	50000 Beginning Working Capital	325,000	325,000	325,000
15,440,888	18,208,251	0	0	50120 Transient Lodging Tax	20,075,000	20,075,000	20,075,000
2,956,573	3,065,062	0	0	50130 Motor Vehicle Rental Tax	3,285,000	3,285,000	3,285,000
0	0	0	0	50270 Interest Earnings	4,500	4,500	4,500

				<b>OVERALL COUNTY</b>			
309,353	468,538	350,000	350,000	50000 Beginning Working Capital	0	0	0
0	0	16,500,000	16,500,000	50120 Transient Lodging Tax	0	0	0
0	0	3,200,000	3,200,000	50130 Motor Vehicle Rental Tax	0	0	0
6,858	4,999	5,250	5,250	50270 Interest Earnings	0	0	0

**FUND 1512: PUB LAND CORNER PRESERVATION FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,261,391	1,022,788	745,000	745,000	TOTAL BEGINNING WORKING CAPITAL	480,000	480,000	480,000
				<i>LICENSES &amp; PERMITS</i>			
0	459	0	0	Licenses	0	0	0
0	459	0	0		0	0	0
				<i>SERVICE CHARGES</i>			
0	4,000	0	0	Miscellaneous	0	0	0
0	0	100,000	100,000	Service Charges	105,000	105,000	105,000
0	4,000	100,000	100,000		105,000	105,000	105,000
9,840	5,860	7,500	7,500	TOTAL INTEREST	3,500	3,500	3,500
				<i>OTHER</i>			
611,990	595,313	750,000	750,000	Sales	1,210,000	1,210,000	1,210,000
0	0	116,500	116,500	Service Reimbursements	90,000	90,000	90,000
611,990	595,313	866,500	866,500		1,300,000	1,300,000	1,300,000
0	5,555	0	0	TOTAL FINANCING SOURCES	0	0	0
1,883,221	1,633,974	1,719,000	1,719,000	FUND TOTAL	1,888,500	1,888,500	1,888,500

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>DEPARTMENT OF COMMUNITY SERVICES</i>			
775,501	713,118	1,017,337	1,017,337	Personal Services	1,035,264	1,035,264	1,035,264
1,180	2,435	1,500	1,500	Contractual Services	1,500	1,500	1,500
83,752	91,338	269,753	269,753	Materials & Supplies	270,387	270,387	270,387
0	0	12,500	12,500	Capital Outlay	12,500	12,500	12,500
860,433	806,890	1,301,090	1,301,090		1,319,651	1,319,651	1,319,651
0	0	417,910	417,910	<i>CONTINGENCY</i>	568,849	568,849	568,849
1,022,788	827,085	0	0	<i>UNAPPROPRIATED BALANCE</i>	0	0	0
1,883,221	1,633,974	1,719,000	1,719,000	FUND TOTAL	1,888,500	1,888,500	1,888,500

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>OVERALL COUNTY</i>			
1,261,391	1,022,788	745,000	745,000	50000 Beginning Working Capital	480,000	480,000	480,000
9,840	5,860	7,500	7,500	50270 Interest Earnings	3,500	3,500	3,500
				<i>DEPARTMENT OF COMMUNITY SERVICES</i>			
0	459	0	0	50220 Licenses and Fees	0	0	0
0	0	100,000	100,000	50235 Service Charges	105,000	105,000	105,000
611,990	595,313	750,000	750,000	50250 Sales to the Public	1,210,000	1,210,000	1,210,000
0	0	116,500	116,500	50310 Service Reimbursements	90,000	90,000	90,000
0	5,555	0	0	50320 Cash Transfer Revenue	0	0	0
0	4,000	0	0	50340 Asset Sale Proceeds	0	0	0



**FUND 1513: INMATE WELFARE FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
222,876	176,600	0	29,206	TOTAL BEGINNING WORKING CAPITAL	0	0	0
				<i>LICENSES &amp; PERMITS</i>			
0	80	0	0	Licenses	0	0	0
0	80	0	0		0	0	0
				<i>SERVICE CHARGES</i>			
330	0	0	0	Miscellaneous	0	0	0
16,066	18,224	12,000	12,000	Service Charges	18,000	18,000	18,000
16,396	18,224	12,000	12,000		18,000	18,000	18,000
660	435	10,000	10,000	TOTAL INTEREST	10,000	10,000	10,000
				<i>OTHER</i>			
101,729	1,153	2,000	2,000	Dividends/Refunds	500	500	500
10,580	8,750	10,000	10,000	Fines/Forfeitures	10,000	10,000	10,000
0	0	0	0	Other Miscellaneous	0	0	0
1,264,126	1,183,374	1,216,668	1,216,668	Sales	1,181,338	1,181,338	1,181,338
6,596	0	0	0	Trusts	0	0	0
1,383,031	1,193,277	1,228,668	1,228,668		1,191,838	1,191,838	1,191,838
1,622,963	1,388,615	1,250,668	1,279,874	FUND TOTAL	1,219,838	1,219,838	1,219,838

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>COMMUNITY JUSTICE</i>			
1,122	3	1,810	1,810	Contractual Services	451	451	451
2,226	1,150	190	190	Materials & Supplies	49	49	49
3,348	1,153	2,000	2,000		500	500	500
				<i>SHERIFF</i>			
564,180	588,158	619,343	619,343	Personal Services	605,313	605,313	605,313
22,800	24,000	78,488	78,488	Contractual Services	43,488	43,488	43,488
856,035	746,098	550,837	580,043	Materials & Supplies	570,537	570,537	570,537
1,443,015	1,358,257	1,248,668	1,277,874		1,219,338	1,219,338	1,219,338
176,600	29,206	0	0	UNAPPROPRIATED BALANCE	0	0	0
1,622,963	1,388,615	1,250,668	1,279,874	FUND TOTAL	1,219,838	1,219,838	1,219,838

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>COMMUNITY JUSTICE</i>			
1,653	0	0	0	50000 Beginning Working Capital	0	0	0
1,695	1,153	2,000	2,000	50290 Dividends & Rebates	500	500	500

**FUND 1513: INMATE WELFARE FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
SHERIFF								
221,223	176,600	0	29,206	50000	Beginning Working Capital	0	0	0
0	80	0	0	50220	Licenses and Fees	0	0	0
16,066	18,224	12,000	12,000	50235	Service Charges	18,000	18,000	18,000
1,264,126	1,183,374	1,216,668	1,216,668	50250	Sales to the Public	1,181,338	1,181,338	1,181,338
660	435	10,000	10,000	50270	Interest Earnings	10,000	10,000	10,000
10,580	8,750	10,000	10,000	50280	Fines and Forfeitures	10,000	10,000	10,000
100,034	0	0	0	50290	Dividends & Rebates	0	0	0
6,596	0	0	0	50300	OP-Donations	0	0	0
330	0	0	0	50350	Write Off Revenue	0	0	0
0	0	0	0	95104	Settle All Revenue	0	0	0

**FUND 1516: JUSTICE SERVICES SPECIAL OPS FUND**

<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ADOPTED</b>	<b>FY12 REVISED</b>	<b>REVENUE BY CATEGORY AND CLASS</b>	<b>FY13 PROPOSED</b>	<b>FY13 APPROVED</b>	<b>FY13 ADOPTED</b>
<b>1,181,180</b>	<b>898,413</b>	<b>318,171</b>	<b>300,862</b>	<b>TOTAL BEGINNING WORKING CAPITAL</b>	<b>136,000</b>	<b>136,000</b>	<b>136,000</b>
<b>INTERGOVERNMENTAL</b>							
63,201	141,889	30,000	30,000	Federal Sources	30,000	30,000	30,000
61,625	0	0	0	Local Sources	0	0	0
9,921	525	7,000	7,000	State Sources	7,000	7,000	7,000
<b>134,747</b>	<b>142,414</b>	<b>37,000</b>	<b>37,000</b>		<b>37,000</b>	<b>37,000</b>	<b>37,000</b>
<b>LICENSES &amp; PERMITS</b>							
3,698,293	2,726,336	3,824,079	2,933,794	Licenses	2,777,677	2,777,677	2,777,677
400,099	484,485	430,550	430,550	Permits	427,058	427,058	427,058
<b>4,098,392</b>	<b>3,210,821</b>	<b>4,254,629</b>	<b>3,364,344</b>		<b>3,204,735</b>	<b>3,204,735</b>	<b>3,204,735</b>
<b>SERVICE CHARGES</b>							
1,628,617	1,688,630	2,553,253	1,991,253	IG Charges for Services	1,825,956	1,825,956	1,840,956
3,329	14,690	0	0	Miscellaneous	0	0	0
586,086	36,399	124,000	24,000	Service Charges	24,000	24,000	24,000
<b>2,218,032</b>	<b>1,739,718</b>	<b>2,677,253</b>	<b>2,015,253</b>		<b>1,849,956</b>	<b>1,849,956</b>	<b>1,864,956</b>
<b>2,621</b>	<b>1,734</b>	<b>16,000</b>	<b>16,000</b>	<b>TOTAL INTEREST</b>	<b>11,520</b>	<b>11,520</b>	<b>11,520</b>
<b>OTHER</b>							
5,026	0	0	0	Dividends/Refunds	0	0	0
385,977	315,026	379,994	289,994	Fines/Forfeitures	318,214	318,214	318,214
10,000	20,000	0	0	Other Miscellaneous	0	0	0
9,314	13,258	30,000	30,000	Sales	20,000	20,000	20,000
137,110	118,532	210,670	210,670	Service Reimbursements	215,150	215,150	215,150
14,287	26,477	2,000	7,000	Trusts	7,000	7,000	7,000
<b>561,714</b>	<b>493,292</b>	<b>622,664</b>	<b>537,664</b>		<b>560,364</b>	<b>560,364</b>	<b>560,364</b>
<b>8,196,686</b>	<b>6,486,392</b>	<b>7,925,717</b>	<b>6,271,123</b>	<b>FUND TOTAL</b>	<b>5,799,575</b>	<b>5,799,575</b>	<b>5,814,575</b>

<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ADOPTED</b>	<b>FY12 REVISED</b>	<b>EXPENDITURES BY DEPARTMENT</b>	<b>FY13 PROPOSED</b>	<b>FY13 APPROVED</b>	<b>FY13 ADOPTED</b>
<b>HEALTH DEPARTMENT</b>							
595,632	18,751	674,327	0	Personal Services	0	0	0
620,752	56,374	693,875	0	Contractual Services	0	0	0
226,545	287,630	423,650	0	Materials & Supplies	0	0	0
<b>1,442,929</b>	<b>362,755</b>	<b>1,791,852</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>COMMUNITY JUSTICE</b>							
2,076,286	1,867,809	2,031,674	2,002,168	Personal Services	1,901,876	1,901,876	1,901,876
172,503	208,795	186,902	186,902	Contractual Services	191,109	191,109	191,109
329,354	312,829	381,515	378,417	Materials & Supplies	327,741	327,741	327,741
<b>2,578,143</b>	<b>2,389,433</b>	<b>2,600,091</b>	<b>2,567,487</b>		<b>2,420,726</b>	<b>2,420,726</b>	<b>2,420,726</b>
<b>DISTRICT ATTORNEY</b>							
0	5,648	29,973	29,973	Personal Services	30,947	30,947	30,947
0	10,237	0	0	Contractual Services	0	0	0
0	13,022	156,000	156,000	Materials & Supplies	153,244	153,244	153,244
0	21,101	0	0	Capital Outlay	0	0	0
<b>0</b>	<b>50,008</b>	<b>185,973</b>	<b>185,973</b>		<b>184,191</b>	<b>184,191</b>	<b>184,191</b>

**FUND 1516: JUSTICE SERVICES SPECIAL OPS FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>SHERIFF</b>							
2,702,148	2,753,897	2,758,102	2,758,102	Personal Services	2,613,118	2,613,118	2,620,583
215,913	199,917	189,561	317,454	Contractual Services	188,417	188,417	188,417
359,140	387,692	390,138	432,107	Materials & Supplies	383,123	383,123	390,658
0	23,500	10,000	10,000	Capital Outlay	10,000	10,000	10,000
<b>3,277,201</b>	<b>3,365,005</b>	<b>3,347,801</b>	<b>3,517,663</b>		<b>3,194,658</b>	<b>3,194,658</b>	<b>3,209,658</b>
898,413	319,190	0	0	<b>UNAPPROPRIATED BALANCE</b>	0	0	0
<b>8,196,686</b>	<b>6,486,392</b>	<b>7,925,717</b>	<b>6,271,123</b>	<b>FUND TOTAL</b>	<b>5,799,575</b>	<b>5,799,575</b>	<b>5,814,575</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>HEALTH DEPARTMENT</b>							
291,805	362,755	182,171	0	50000 Beginning Working Capital	0	0	0
1,000	0	0	0	50180 IG-OP-Direct St	0	0	0
61,625	0	0	0	50200 IG-OP-Other	0	0	0
797,105	0	857,681	0	50220 Licenses and Fees	0	0	0
552,089	0	100,000	0	50235 Service Charges	0	0	0
0	0	562,000	0	50236 IG-Charges For Svcs	0	0	0
102,060	0	90,000	0	50280 Fines and Forfeitures	0	0	0
<b>COMMUNITY JUSTICE</b>							
91,580	0	0	0	50000 Beginning Working Capital	0	0	0
2,394,324	2,270,057	2,518,591	2,485,987	50220 Licenses and Fees	2,339,226	2,339,226	2,339,226
330	180	0	0	50250 Sales to the Public	0	0	0
86,883	119,096	81,500	81,500	50280 Fines and Forfeitures	81,500	81,500	81,500
5,026	0	0	0	50290 Dividends & Rebates	0	0	0
0	101	0	0	50360 Miscellaneous Revenue	0	0	0
<b>DISTRICT ATTORNEY</b>							
112,449	140,244	136,000	136,000	50000 Beginning Working Capital	136,000	136,000	136,000
686	838	0	0	50270 Interest Earnings	0	0	0
27,109	63,255	49,973	49,973	50280 Fines and Forfeitures	48,191	48,191	48,191

**FUND 1516: JUSTICE SERVICES SPECIAL OPS FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
SHERIFF								
685,345	395,413	0	164,862	50000	Beginning Working Capital	0	0	0
63,201	141,889	30,000	30,000	50170	IG-OP-Direct Fed	30,000	30,000	30,000
8,921	525	7,000	7,000	50180	IG-OP-Direct St	7,000	7,000	7,000
506,864	456,279	447,807	447,807	50220	Licenses and Fees	438,451	438,451	438,451
400,099	484,485	430,550	430,550	50230	Permits	427,058	427,058	427,058
33,997	36,399	24,000	24,000	50235	Service Charges	24,000	24,000	24,000
1,628,617	1,688,630	1,991,253	1,991,253	50236	IG-Charges For Srvc	1,825,956	1,825,956	1,840,956
8,984	13,078	30,000	30,000	50250	Sales to the Public	20,000	20,000	20,000
1,935	896	16,000	16,000	50270	Interest Earnings	11,520	11,520	11,520
169,926	132,675	158,521	158,521	50280	Fines and Forfeitures	188,523	188,523	188,523
14,287	26,477	2,000	7,000	50300	OP-Donations	7,000	7,000	7,000
137,110	118,532	210,670	210,670	50310	Service Reimbursements	215,150	215,150	215,150
0	10,260	0	0	50340	Asset Sale Proceeds	0	0	0
3,204	4,049	0	0	50350	Write Off Revenue	0	0	0
125	280	0	0	50360	Miscellaneous Revenue	0	0	0
10,000	20,000	0	0	95104	Settle All Revenue	0	0	0

**FUND 1517: GENERAL RESERVE FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
15,336,726	0	0	0	TOTAL BEGINNING WORKING CAPITAL	0	0	0
15,336,726	0	0	0	FUND TOTAL	0	0	0

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>CASH TRANSFERS TO . . .</b>							
15,336,726	0	0	0	General Fund	0	0	0
15,336,726	0	0	0	<b>TOTAL CASH TRANSFERS</b>	0	0	0
15,336,726	0	0	0	<b>FUND TOTAL</b>	0	0	0

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>OVERALL COUNTY</b>							
15,336,726	0	0	0	50000 Beginning Working Capital	0	0	0

**FUND 1518: OREGON HISTORICAL SOCIETY LOCAL OPTION LEVY FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>TAXES</b>							
0	0	1,555	1,555	Penalty & Interest	7,152	7,152	7,152
0	0	0	0	Prior Year Taxes	42,371	42,371	42,371
0	0	1,943,596	1,943,596	Property Taxes	1,787,895	1,787,895	1,787,895
0	0	1,945,151	1,945,151		1,837,418	1,837,418	1,837,418
0	0	1,945,151	1,945,151	<b>FUND TOTAL</b>	1,837,418	1,837,418	1,837,418

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>NON-DEPARTMENTAL</b>							
0	0	1,945,151	1,945,151	Contractual Services	1,837,418	1,837,418	1,837,418
0	0	1,945,151	1,945,151		1,837,418	1,837,418	1,837,418
0	0	1,945,151	1,945,151	<b>FUND TOTAL</b>	1,837,418	1,837,418	1,837,418

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>NON-DEPARTMENTAL</b>							
0	0	1,943,596	0	50100 Property Taxes - Current	1,787,895	1,787,895	1,787,895
0	0	0	0	50101 Property Taxes - Prior	42,371	42,371	42,371
0	0	1,555	0	50103 Property Taxes - Interest	7,152	7,152	7,152
<b>OVERALL COUNTY</b>							
0	0	0	1,943,596	50100 Property Taxes - Current	0	0	0
0	0	0	1,555	50103 Property Taxes - Interest	0	0	0

**FUND 1519: VIDEO LOTTERY FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>INTERGOVERNMENTAL</b>							
0	0	0	4,974,750	State Sources	5,223,488	5,223,488	5,223,488
<b>0</b>	<b>0</b>	<b>0</b>	<b>4,974,750</b>		<b>5,223,488</b>	<b>5,223,488</b>	<b>5,223,488</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>4,974,750</b>	<b>FUND TOTAL</b>	<b>5,223,488</b>	<b>5,223,488</b>	<b>5,223,488</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>COUNTY HUMAN SERVICES</b>							
0	0	0	1,748,801	Contractual Services	1,885,297	1,885,297	1,885,297
0	0	0	151,407	Materials & Supplies	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>1,900,208</b>		<b>1,885,297</b>	<b>1,885,297</b>	<b>1,885,297</b>
<b>COMMUNITY JUSTICE</b>							
0	0	0	1,989,967	Personal Services	2,240,663	2,240,663	2,240,663
0	0	0	0	Contractual Services	39,134	39,134	39,134
0	0	0	14,855	Materials & Supplies	32,185	32,185	32,185
<b>0</b>	<b>0</b>	<b>0</b>	<b>2,004,822</b>		<b>2,311,982</b>	<b>2,311,982</b>	<b>2,311,982</b>
<b>NON-DEPARTMENTAL</b>							
0	0	0	130,332	Personal Services	135,104	135,104	135,104
0	0	0	180,000	Contractual Services	129,000	129,000	129,000
0	0	0	759,388	Materials & Supplies	762,105	762,105	762,105
<b>0</b>	<b>0</b>	<b>0</b>	<b>1,069,720</b>		<b>1,026,209</b>	<b>1,026,209</b>	<b>1,026,209</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>4,974,750</b>	<b>FUND TOTAL</b>	<b>5,223,488</b>	<b>5,223,488</b>	<b>5,223,488</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>NON-DEPARTMENTAL</b>							
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	50115 Lottery Revenues	<b>5,223,488</b>	<b>5,223,488</b>	<b>5,223,488</b>
<b>OVERALL COUNTY</b>							
<b>0</b>	<b>0</b>	<b>0</b>	<b>4,974,750</b>	50115 Lottery Revenues	<b>0</b>	<b>0</b>	<b>0</b>



**FUND 2001: REVENUE BOND SINKING FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
2,121,016	1,622,072	1,126,410	1,126,410	TOTAL BEGINNING WORKING CAPITAL	150,000	150,000	150,000
				<b>SERVICE CHARGES</b>			
34,740	36,480	38,280	38,280	Facilities Management	0	0	0
34,740	36,480	38,280	38,280		0	0	0
13,421	6,600	16,000	16,000	TOTAL INTEREST	0	0	0
0	0	1,500,000	1,500,000	TOTAL FINANCING SOURCES	0	0	0
2,169,177	1,665,152	2,680,690	2,680,690	FUND TOTAL	150,000	150,000	150,000

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>NON-DEPARTMENTAL</b>			
0	5,600	8,000	8,000	Contractual Services	0	0	0
547,105	547,665	2,672,690	2,672,690	Debt Service	0	0	0
547,105	553,265	2,680,690	2,680,690		0	0	0
				<b>CASH TRANSFERS TO. . .</b>			
0	0	0	0	General Fund	150,000	150,000	150,000
0	0	0	0	TOTAL CASH TRANSFERS	150,000	150,000	150,000
1,622,072	1,111,887	0	0	UNAPPROPRIATED BALANCE	0	0	0
2,169,177	1,665,152	2,680,690	2,680,690	FUND TOTAL	150,000	150,000	150,000

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>NON-DEPARTMENTAL</b>			
34,740	36,480	38,280	38,280	50240 Property/Space Rentals	0	0	0
13,421	6,600	0	0	50270 Interest Earnings	0	0	0
0	0	1,500,000	1,500,000	50320 Cash Transfer Revenue	0	0	0
				<b>OVERALL COUNTY</b>			
2,121,016	1,622,072	1,126,410	1,126,410	50000 Beginning Working Capital	150,000	150,000	150,000
0	0	16,000	16,000	50270 Interest Earnings	0	0	0

**FUND 2002: CAPITAL LEASE RETIREMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
25,404,985	13,500,894	10,762,412	10,762,412	TOTAL BEGINNING WORKING CAPITAL	7,913,067	7,913,067	7,913,067
				<i>INTERGOVERNMENTAL</i>			
0	0	150,000	150,000	Local Sources	0	0	0
0	0	150,000	150,000		0	0	0
140,619	42,450	107,624	107,624	TOTAL INTEREST	85,500	85,500	85,500
				<i>OTHER</i>			
0	0	320,800	320,800	Dividends/Refunds	0	0	0
6,686,200	8,462,388	18,292,399	18,292,399	Service Reimbursements	14,733,542	14,733,542	14,733,542
6,686,200	8,462,388	18,613,199	18,613,199		14,733,542	14,733,542	14,733,542
573,131	0	836,000	836,000	TOTAL FINANCING SOURCES	0	0	0
32,804,935	22,005,733	30,469,235	30,469,235	FUND TOTAL	22,732,109	22,732,109	22,732,109

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>NON-DEPARTMENTAL</i>			
86,603	46,300	20,000	20,000	Contractual Services	4,000	4,000	4,000
11	823	0	0	Materials & Supplies	0	0	0
19,217,428	11,298,917	21,923,822	21,923,822	Debt Service	18,330,905	18,330,905	18,330,905
19,304,041	11,346,040	21,943,822	21,943,822		18,334,905	18,334,905	18,334,905
13,500,894	10,659,693	8,525,413	8,525,413	UNAPPROPRIATED BALANCE	4,397,204	4,397,204	4,397,204
32,804,935	22,005,733	30,469,235	30,469,235	FUND TOTAL	22,732,109	22,732,109	22,732,109

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>NON-DEPARTMENTAL</i>			
0	0	150,000	150,000	50200 IG-OP-Other	0	0	0
200	123	0	0	50270 Interest Earnings	0	0	0
0	0	320,800	320,800	50290 Dividends & Rebates	0	0	0
6,686,200	8,462,388	18,292,399	18,292,399	50310 Service Reimbursements	14,733,542	14,733,542	14,733,542
0	0	836,000	836,000	50320 Cash Transfer Revenue	0	0	0
				<i>OVERALL COUNTY</i>			
25,404,985	13,500,894	10,762,412	10,762,412	50000 Beginning Working Capital	7,913,067	7,913,067	7,913,067
140,419	42,328	107,624	107,624	50270 Interest Earnings	85,500	85,500	85,500
573,131	0	0	0	50335 Premium on Long Term Debt	0	0	0

**FUND 2003: GENERAL OBLIGATION BOND SINKING FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
7,642,997	7,611,316	7,541,763	7,541,763	TOTAL BEGINNING WORKING CAPITAL	7,950,000	7,950,000	7,950,000
				<b>TAXES</b>			
2,685	3,012	0	0	In Lieu of Taxes	0	0	0
39,943	48,428	15,000	15,000	Penalty & Interest	25,000	25,000	25,000
217,897	194,465	220,000	220,000	Prior Year Taxes	175,000	175,000	175,000
8,751,808	8,036,198	8,500,000	8,500,000	Property Taxes	7,800,000	7,800,000	7,800,000
<b>9,012,334</b>	<b>8,282,103</b>	<b>8,735,000</b>	<b>8,735,000</b>		<b>8,000,000</b>	<b>8,000,000</b>	<b>8,000,000</b>
48,575	35,182	113,125	113,125	TOTAL INTEREST	39,750	39,750	39,750
50,045,169	0	0	0	TOTAL FINANCING SOURCES	0	0	0
66,749,075	15,928,601	16,389,888	16,389,888	FUND TOTAL	15,989,750	15,989,750	15,989,750

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>NON-DEPARTMENTAL</b>			
400	425	0	0	Contractual Services	0	0	0
59,137,359	8,474,214	8,469,675	8,469,675	Debt Service	8,162,550	8,162,550	8,162,550
<b>59,137,759</b>	<b>8,474,639</b>	<b>8,469,675</b>	<b>8,469,675</b>		<b>8,162,550</b>	<b>8,162,550</b>	<b>8,162,550</b>
7,611,316	7,453,963	7,920,213	7,920,213	<b>UNAPPROPRIATED BALANCE</b>	7,827,200	7,827,200	7,827,200
66,749,075	15,928,601	16,389,888	16,389,888	<b>FUND TOTAL</b>	<b>15,989,750</b>	<b>15,989,750</b>	<b>15,989,750</b>

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>NON-DEPARTMENTAL</b>			
8,751,808	8,036,198	8,500,000	8,500,000	50100 Property Taxes - Current	0	0	0
217,897	194,465	220,000	220,000	50101 Property Taxes - Prior	0	0	0
39,943	48,428	15,000	15,000	50103 Property Taxes - Interest	0	0	0
2,685	3,012	0	0	50110 Payment In Lieu of Tax	0	0	0
2,139	1,613	0	0	50270 Interest Earnings	0	0	0
45,175,000	0	0	0	50330 Financing Proceeds	0	0	0
4,870,169	0	0	0	50335 Premium on Long Term Debt	0	0	0

				<b>OVERALL COUNTY</b>			
7,642,997	7,611,316	7,541,763	7,541,763	50000 Beginning Working Capital	7,950,000	7,950,000	7,950,000
0	0	0	0	50100 Property Taxes - Current	7,800,000	7,800,000	7,800,000
0	0	0	0	50101 Property Taxes - Prior	175,000	175,000	175,000
0	0	0	0	50103 Property Taxes - Interest	25,000	25,000	25,000
46,436	33,570	113,125	113,125	50270 Interest Earnings	39,750	39,750	39,750

**FUND 2004: PERS BOND SINKING FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
31,439,006	41,503,485	55,000,000	55,000,000	TOTAL BEGINNING WORKING CAPITAL	57,000,000	57,000,000	57,000,000
274,243	257,700	825,000	825,000	TOTAL INTEREST	427,500	427,500	427,500
				<i>OTHER</i>			
24,139,721	28,178,059	16,500,000	16,500,000	Service Reimbursements	18,000,000	18,000,000	18,000,000
24,139,721	28,178,059	16,500,000	16,500,000		18,000,000	18,000,000	18,000,000
55,852,970	69,939,243	72,325,000	72,325,000	FUND TOTAL	75,427,500	75,427,500	75,427,500

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>NON-DEPARTMENTAL</i>			
400	400	50,000	50,000	Contractual Services	50,000	50,000	50,000
14,349,085	15,201,805	16,098,430	16,098,430	Debt Service	17,041,600	17,041,600	17,041,600
14,349,485	15,202,205	16,148,430	16,148,430		17,091,600	17,091,600	17,091,600
41,503,485	54,737,038	56,176,570	56,176,570	UNAPPROPRIATED BALANCE	58,335,900	58,335,900	58,335,900
55,852,970	69,939,243	72,325,000	72,325,000	FUND TOTAL	75,427,500	75,427,500	75,427,500

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>NON-DEPARTMENTAL</i>			
0	0	825,000	825,000	50270 Interest Earnings	0	0	0
24,139,721	28,178,059	16,500,000	16,500,000	50310 Service Reimbursements	18,000,000	18,000,000	18,000,000
				<i>OVERALL COUNTY</i>			
31,439,006	41,503,485	55,000,000	55,000,000	50000 Beginning Working Capital	57,000,000	57,000,000	57,000,000
274,243	257,700	0	0	50270 Interest Earnings	427,500	427,500	427,500

**FUND 2504: FINANCED PROJECTS FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
334,585	358,628	3,701,038	3,701,038	TOTAL BEGINNING WORKING CAPITAL	3,531,283	3,531,283	3,531,283
				<b>SERVICE CHARGES</b>			
9,920	0	0	0	Miscellaneous	0	0	0
9,920	0	0	0		0	0	0
11,013	11,577	0	0	TOTAL INTEREST	0	0	0
1,500,000	4,500,000	0	0	TOTAL FINANCING SOURCES	0	0	0
1,855,518	4,870,205	3,701,038	3,701,038	FUND TOTAL	3,531,283	3,531,283	3,531,283

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>DEPARTMENT OF COUNTY MANAGEMENT</b>			
0	0	154,036	154,036	Personal Services	299,462	299,462	299,462
647,175	558,095	2,031,981	2,031,981	Contractual Services	1,780,016	1,780,016	1,780,016
546,827	556,771	1,515,021	1,515,021	Materials & Supplies	1,451,805	1,451,805	1,451,805
302,889	0	0	0	Capital Outlay	0	0	0
1,496,890	1,114,866	3,701,038	3,701,038		3,531,283	3,531,283	3,531,283
358,628	3,755,339	0	0	UNAPPROPRIATED BALANCE	0	0	0
1,855,518	4,870,205	3,701,038	3,701,038	FUND TOTAL	3,531,283	3,531,283	3,531,283

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>OVERALL COUNTY</b>			
334,585	358,628	0	0	50000 Beginning Working Capital	0	0	0
11,013	11,577	0	0	50270 Interest Earnings	0	0	0
				<b>DEPARTMENT OF COUNTY MANAGEMENT</b>			
0	0	3,701,038	3,701,038	50000 Beginning Working Capital	3,531,283	3,531,283	3,531,283
1,500,000	4,500,000	0	0	50320 Cash Transfer Revenue	0	0	0
9,920	0	0	0	50340 Asset Sale Proceeds	0	0	0

**FUND 2507: CAPITAL IMPROVEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
19,796,202	22,207,924	30,997,018	30,997,018	TOTAL BEGINNING WORKING CAPITAL	21,241,277	21,241,277	19,751,467
<b>INTERGOVERNMENTAL</b>							
14,797	1,046,697	200,000	200,000	Federal & State Sources	0	0	0
0	164,763	150,000	150,000	Federal Sources	0	0	0
14,797	1,211,460	350,000	350,000		0	0	0
<b>SERVICE CHARGES</b>							
608,297	379,626	669,700	669,700	IG Charges for Services	367,656	367,656	367,656
0	342,658	0	0	Miscellaneous	0	0	0
608,297	722,284	669,700	669,700		367,656	367,656	367,656
153,473	152,018	68,000	68,000	TOTAL INTEREST	60,000	60,000	60,000
<b>OTHER</b>							
93,079	30,835	0	0	Dividends/Refunds	0	0	0
262	0	0	0	Other Miscellaneous	0	0	0
0	0	2,000,000	2,000,000	Sales	0	0	0
0	3,412,606	2,679,274	2,679,274	Service Reimbursements	3,129,267	3,129,267	3,129,267
93,341	3,443,441	4,679,274	4,679,274		3,129,267	3,129,267	3,129,267
8,999,397	16,038,714	2,989,618	2,989,618	TOTAL FINANCING SOURCES	5,387,687	5,387,687	5,387,687
29,665,507	43,775,841	39,753,610	39,753,610	FUND TOTAL	30,185,887	30,185,887	28,696,077
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COUNTY ASSETS</b>							
661,331	921,545	109,951	109,951	Personal Services	134,001	134,001	134,001
1,157,629	7,137,914	800,000	800,000	Contractual Services	3,273,855	3,273,855	3,273,855
2,612,917	3,383,192	4,175,000	4,175,000	Materials & Supplies	8,044,000	8,044,000	8,044,000
0	29,590	0	0	Debt Service	0	0	0
3,025,707	1,717,370	33,668,659	33,668,659	Capital Outlay	18,734,031	18,734,031	17,244,221
7,457,583	13,189,610	38,753,610	38,753,610		30,185,887	30,185,887	28,696,077
0	0	1,000,000	1,000,000	CONTINGENCY	0	0	0
22,207,924	30,586,231	0	0	UNAPPROPRIATED BALANCE	0	0	0
29,665,507	43,775,841	39,753,610	39,753,610	FUND TOTAL	30,185,887	30,185,887	28,696,077
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>OVERALL COUNTY</b>							
19,796,202	22,207,924	0	0	50000 Beginning Working Capital	0	0	0
153,473	152,018	0	0	50270 Interest Earnings	0	0	0
0	0	1,000,000	1,000,000	50320 Cash Transfer Revenue	0	0	0
3,000,000	0	0	0	50330 Financing Proceeds	0	0	0

**FUND 2507: CAPITAL IMPROVEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
DEPARTMENT OF COUNTY ASSETS								
0	0	30,997,018	30,997,018	50000	Beginning Working Capital	21,241,277	21,241,277	19,751,467
0	164,763	150,000	150,000	50170	IG-OP-Direct Fed	0	0	0
14,797	1,046,697	200,000	200,000	50185	IG-CAP-Fed Thru St	0	0	0
0	342,658	0	0	50215	CAP-Other Prog	0	0	0
608,297	379,626	669,700	669,700	50236	IG-Charges For Srvcs	367,656	367,656	367,656
0	0	2,000,000	2,000,000	50250	Sales to the Public	0	0	0
0	0	68,000	68,000	50270	Interest Earnings	60,000	60,000	60,000
93,079	30,835	0	0	50290	Dividends & Rebates	0	0	0
0	3,412,606	2,679,274	2,679,274	50310	Service Reimbursements	3,129,267	3,129,267	3,129,267
5,999,397	1,038,714	1,989,618	1,989,618	50320	Cash Transfer Revenue	387,687	387,687	387,687
0	15,000,000	0	0	50330	Financing Proceeds	5,000,000	5,000,000	5,000,000
262	0	0	0	95104	Settle All Revenue	0	0	0

**FUND 2508: CAPITAL ACQUISITION FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
505,090	6,007,973	4,233,353	4,985,695	TOTAL BEGINNING WORKING CAPITAL	1,424,943	1,424,943	1,424,943
7,973	31,835	0	0	TOTAL INTEREST	0	0	0
				<i>OTHER</i>			
0	26,218	0	0	Sales	0	0	0
17,400	0	0	0	Service Reimbursements	0	0	0
17,400	26,218	0	0		0	0	0
6,000,000	0	0	0	TOTAL FINANCING SOURCES	0	0	0
6,530,463	6,066,027	4,233,353	4,985,695	FUND TOTAL	1,424,943	1,424,943	1,424,943

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>NON-DEPARTMENTAL</i>			
0	11,491	0	0	Personal Services	0	0	0
0	170,831	0	0	Contractual Services	0	0	0
0	521,316	0	0	Materials & Supplies	0	0	0
0	376,693	0	0	Capital Outlay	0	0	0
0	1,080,332	0	0		0	0	0
				<i>DEPARTMENT OF COUNTY ASSETS</i>			
0	0	2,089,086	2,841,428	Contractual Services	150,000	150,000	150,000
0	0	0	0	Materials & Supplies	50,000	50,000	50,000
0	0	2,144,267	2,144,267	Capital Outlay	1,224,943	1,224,943	1,224,943
0	0	4,233,353	4,985,695		1,424,943	1,424,943	1,424,943

				<i>CASH TRANSFERS TO . .</i>			
352,327	0	0	0	Capital Improvement Fund	0	0	0
170,163	0	0	0	Information Technology Fund	0	0	0
522,490	0	0	0	TOTAL CASH TRANSFERS	0	0	0
6,007,973	4,985,695	0	0	UNAPPROPRIATED BALANCE	0	0	0
6,530,463	6,066,027	4,233,353	4,985,695	FUND TOTAL	1,424,943	1,424,943	1,424,943

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>NON-DEPARTMENTAL</i>			
0	26,218	0	0	50250 Sales to the Public	0	0	0
				<i>OVERALL COUNTY</i>			
505,090	6,007,973	0	0	50000 Beginning Working Capital	0	0	0
7,973	31,835	0	0	50270 Interest Earnings	0	0	0
6,000,000	0	0	0	50330 Financing Proceeds	0	0	0
				<i>DEPARTMENT OF COUNTY ASSETS</i>			
0	0	4,233,353	4,985,695	50000 Beginning Working Capital	1,424,943	1,424,943	1,424,943
17,400	0	0	0	50310 Service Reimbursements	0	0	0



**FUND 2509: ASSET PRESERVATION FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,986,584	3,174,782	3,872,371	3,872,371	TOTAL BEGINNING WORKING CAPITAL	3,929,862	3,929,862	3,929,862
<b>INTERGOVERNMENTAL</b>							
30,000	0	0	0	Local Sources	0	0	0
30,000	0	0	0		0	0	0
<b>SERVICE CHARGES</b>							
29,365	0	0	0	Miscellaneous	0	0	0
29,365	0	0	0		0	0	0
18,938	21,577	20,000	20,000	TOTAL INTEREST	20,000	20,000	20,000
<b>OTHER</b>							
0	1,745	0	0	Dividends/Refunds	0	0	0
0	46,910	0	0	Sales	0	0	0
0	2,286,326	2,964,182	2,964,182	Service Reimbursements	3,621,892	3,621,892	3,621,892
0	2,334,981	2,964,182	2,964,182		3,621,892	3,621,892	3,621,892
2,126,820	634,598	386,644	386,644	TOTAL FINANCING SOURCES	168,404	168,404	168,404
4,191,708	6,165,938	7,243,197	7,243,197	FUND TOTAL	7,740,158	7,740,158	7,740,158

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COUNTY ASSETS</b>							
201,226	244,085	0	0	Personal Services	0	0	0
301,652	214,146	300,000	300,000	Contractual Services	965,000	965,000	965,000
392,640	723,465	2,025,000	2,025,000	Materials & Supplies	3,655,000	3,655,000	3,655,000
121,408	46,797	3,313,197	3,313,197	Capital Outlay	3,120,158	3,120,158	3,120,158
1,016,926	1,228,493	5,638,197	5,638,197		7,740,158	7,740,158	7,740,158
0	0	55,000	55,000	CONTINGENCY	0	0	0
3,174,782	4,937,445	1,550,000	1,550,000	UNAPPROPRIATED BALANCE	0	0	0
4,191,708	6,165,938	7,243,197	7,243,197	FUND TOTAL	7,740,158	7,740,158	7,740,158

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>OVERALL COUNTY</b>							
1,986,584	3,174,782	0	0	50000 Beginning Working Capital	0	0	0
18,938	21,577	0	0	50270 Interest Earnings	0	0	0
<b>DEPARTMENT OF COUNTY ASSETS</b>							
0	0	3,872,371	3,872,371	50000 Beginning Working Capital	3,929,862	3,929,862	3,929,862
30,000	0	0	0	50200 IG-OP-Other	0	0	0
0	46,910	0	0	50250 Sales to the Public	0	0	0
0	0	20,000	20,000	50270 Interest Earnings	20,000	20,000	20,000
0	1,745	0	0	50290 Dividends & Rebates	0	0	0
0	2,286,326	2,964,182	2,964,182	50310 Service Reimbursements	3,621,892	3,621,892	3,621,892
2,126,820	634,598	386,644	386,644	50320 Cash Transfer Revenue	168,404	168,404	168,404
1,234	0	0	0	50350 Write Off Revenue	0	0	0
28,130	0	0	0	50360 Miscellaneous Revenue	0	0	0

**FUND 2511: SELLWOOD BRIDGE REPLACEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
0	0	0	0	TOTAL BEGINNING WORKING CAPITAL	6,121,498	6,121,498	6,121,498
				<i>INTERGOVERNMENTAL</i>			
0	0	0	0	Federal Sources	10,816,667	10,816,667	10,816,667
0	0	9,000,000	9,000,000	Local Sources	54,833,856	54,833,856	54,833,856
0	0	0	0	State Sources	14,198,743	14,198,743	14,198,743
0	0	9,000,000	9,000,000		79,849,266	79,849,266	79,849,266
0	0	236,981	236,981	TOTAL INTEREST	15,688	15,688	15,688
0	0	144,215,277	144,215,277	TOTAL FINANCING SOURCES	127,000,000	127,000,000	127,000,000
0	0	153,452,258	153,452,258	FUND TOTAL	212,986,452	212,986,452	212,986,452

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>DEPARTMENT OF COMMUNITY SERVICES</i>			
0	0	11,366,000	11,366,000	Contractual Services	26,688,107	26,688,107	26,688,107
0	0	10,769,048	10,769,048	Materials & Supplies	10,300,099	10,300,099	10,300,099
0	0	0	0	Debt Service	40,985,000	40,985,000	40,985,000
0	0	40,800,000	40,800,000	Capital Outlay	101,558,383	101,558,383	101,558,383
0	0	62,935,048	62,935,048		179,531,589	179,531,589	179,531,589
				<i>CASH TRANSFERS TO . .</i>			
0	0	25,083,334	25,083,334	Risk Management Fund	9,065,000	9,065,000	9,065,000
0	0	25,083,334	25,083,334	TOTAL CASH TRANSFERS	9,065,000	9,065,000	9,065,000
0	0	25,433,876	25,433,876	CONTINGENCY	24,389,863	24,389,863	24,389,863
0	0	40,000,000	40,000,000	UNAPPROPRIATED BALANCE	0	0	0
0	0	153,452,258	153,452,258	FUND TOTAL	212,986,452	212,986,452	212,986,452

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>DEPARTMENT OF COMMUNITY SERVICES</i>			
0	0	0	0	50000 Beginning Working Capital	6,121,498	6,121,498	6,121,498
0	0	0	0	50170 IG-OP-Direct Fed	10,816,667	10,816,667	10,816,667
0	0	0	0	50180 IG-OP-Direct St	14,198,743	14,198,743	14,198,743
0	0	9,000,000	9,000,000	50200 IG-OP-Other	54,833,856	54,833,856	54,833,856
0	0	236,981	236,981	50270 Interest Earnings	15,688	15,688	15,688
0	0	17,215,277	17,215,277	50320 Cash Transfer Revenue	0	0	0
0	0	127,000,000	127,000,000	50330 Financing Proceeds	127,000,000	127,000,000	127,000,000

**FUND 3002: BEHAVIORAL HEALTH MANAGED CARE FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
9,129,892	12,975,200	15,540,500	15,540,500	TOTAL BEGINNING WORKING CAPITAL	15,236,225	15,236,225	15,236,225
				<i>INTERGOVERNMENTAL</i>			
42,931,562	46,110,428	44,401,214	42,624,000	Federal & State Sources	42,207,482	42,207,482	42,207,482
42,931,562	46,110,428	44,401,214	42,624,000		42,207,482	42,207,482	42,207,482
				<i>SERVICE CHARGES</i>			
0	870,830	0	0	Miscellaneous	0	0	0
0	870,830	0	0		0	0	0
121,046	109,174	77,702	77,702	TOTAL INTEREST	81,916	81,916	81,916
52,182,500	60,065,632	60,019,416	58,242,202	FUND TOTAL	57,525,623	57,525,623	57,525,623

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>COUNTY HUMAN SERVICES</i>			
4,354,309	3,809,126	4,709,713	4,790,387	Personal Services	5,229,929	5,229,929	5,229,929
33,729,318	38,172,921	36,481,555	36,399,098	Contractual Services	35,908,406	35,908,406	35,908,406
1,123,673	1,658,355	3,209,946	3,277,220	Materials & Supplies	3,131,730	3,131,730	3,131,730
39,207,300	43,640,402	44,401,214	44,466,705		44,270,065	44,270,065	44,270,065
0	0	15,618,202	13,775,497	<i>CONTINGENCY</i>	13,255,558	13,255,558	13,255,558
12,975,200	16,425,230	0	0	<i>UNAPPROPRIATED BALANCE</i>	0	0	0
52,182,500	60,065,632	60,019,416	58,242,202	FUND TOTAL	57,525,623	57,525,623	57,525,623

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>COUNTY HUMAN SERVICES</i>			
0	0	0	1,842,705	50000 Beginning Working Capital	2,062,583	2,062,583	2,062,583
42,931,562	46,110,428	44,401,214	42,624,000	50190 IG-OP-Fed Thru St	42,207,482	42,207,482	42,207,482
0	870,830	0	0	50350 Write Off Revenue	0	0	0
				<i>OVERALL COUNTY</i>			
9,129,892	12,975,200	15,540,500	13,697,795	50000 Beginning Working Capital	13,173,642	13,173,642	13,173,642
121,046	109,174	77,702	77,702	50270 Interest Earnings	81,916	81,916	81,916

**FUND 3500: RISK MANAGEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
19,541,952	24,580,748	1,430,166	1,430,166	TOTAL BEGINNING WORKING CAPITAL	28,000,000	28,000,000	28,000,000
<b>INTERGOVERNMENTAL</b>							
177,219	654,377	0	0	Federal Sources	0	0	0
177,219	654,377	0	0		0	0	0
<b>LICENSES &amp; PERMITS</b>							
32,167	20,318	0	0	Licenses	0	0	0
32,167	20,318	0	0		0	0	0
<b>SERVICE CHARGES</b>							
11,780	11,550	12,000	12,000	Facilities Management	12,000	12,000	12,000
150,000	103,271	0	0	IG Charges for Services	0	0	0
11,773	286	0	0	Miscellaneous	0	0	0
21,635	22,505	35,000	35,000	Service Charges	30,000	30,000	30,000
195,188	137,612	47,000	47,000		42,000	42,000	42,000
264,796	187,592	265,000	265,000	TOTAL INTEREST	0	0	0
<b>OTHER</b>							
1,198,374	678,056	281,000	281,000	Dividends/Refunds	320,000	320,000	320,000
402	61,128	0	0	Fines/Forfeitures	0	0	0
7,547,567	8,440,406	6,887,681	6,887,681	Other Miscellaneous	8,292,361	8,292,361	8,292,361
71,591,616	79,853,714	86,937,029	87,333,921	Service Reimbursements	89,389,883	89,389,883	89,685,698
80,337,959	89,033,303	94,105,710	94,502,602		98,002,244	98,002,244	98,298,059
0	0	25,083,334	25,083,334	TOTAL FINANCING SOURCES	9,065,000	9,065,000	9,065,000
100,549,281	114,613,950	120,931,210	121,328,102	FUND TOTAL	135,109,244	135,109,244	135,405,059
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>NON-DEPARTMENTAL</b>							
2,838,221	2,812,695	3,163,244	3,163,244	Personal Services	3,256,698	3,256,698	3,256,698
55,185	61,476	25,000	25,000	Contractual Services	30,000	30,000	30,000
434,863	475,468	561,399	561,399	Materials & Supplies	618,679	618,679	618,679
3,328,269	3,349,639	3,749,643	3,749,643		3,905,377	3,905,377	3,905,377
<b>DEPARTMENT OF COUNTY MANAGEMENT</b>							
3,394,971	3,560,483	2,063,550	2,117,811	Personal Services	2,320,957	2,320,957	2,320,957
1,583,278	1,501,652	1,594,254	1,594,254	Contractual Services	1,709,200	1,709,200	1,709,200
67,662,015	72,378,061	86,758,763	87,101,394	Materials & Supplies	90,306,783	90,306,783	90,602,598
72,640,265	77,440,196	90,416,567	90,813,459		94,336,940	94,336,940	94,632,755
<b>CASH TRANSFERS TO . . .</b>							
0	9,000,000	0	0	Willamette River Bridge Fund	0	0	0
0	9,000,000	0	0	TOTAL CASH TRANSFERS	0	0	0
0	0	1,765,000	1,765,000	CONTINGENCY	6,866,927	6,866,927	6,866,927
24,580,748	24,824,114	25,000,000	25,000,000	UNAPPROPRIATED BALANCE	30,000,000	30,000,000	30,000,000
100,549,281	114,613,950	120,931,210	121,328,102	FUND TOTAL	135,109,244	135,109,244	135,405,059
FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED

**FUND 3500: RISK MANAGEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
NON-DEPARTMENTAL								
31,917	19,793	0	0	50220	Licenses and Fees	0	0	0
168	60	0	0	50221	Photocopy Charges	0	0	0
402	0	0	0	50280	Fines and Forfeitures	0	0	0
0	0	3,749,643	3,749,643	50310	Service Reimbursements	3,905,377	3,905,377	3,905,377
0	142	0	0	50350	Write Off Revenue	0	0	0
280	0	0	0	50360	Miscellaneous Revenue	0	0	0
OVERALL COUNTY								
19,541,952	24,580,748	1,416,666	1,416,666	50000	Beginning Working Capital	28,000,000	28,000,000	28,000,000
250,233	186,602	265,000	265,000	50270	Interest Earnings	0	0	0
0	0	25,083,334	25,083,334	50320	Cash Transfer Revenue	9,065,000	9,065,000	9,065,000
DEPARTMENT OF COUNTY MANAGEMENT								
0	0	13,500	13,500	50000	Beginning Working Capital	0	0	0
177,219	654,377	0	0	50170	IG-OP-Direct Fed	0	0	0
250	525	0	0	50220	Licenses and Fees	0	0	0
21,635	22,505	35,000	35,000	50235	Service Charges	30,000	30,000	30,000
150,000	103,271	0	0	50236	IG-Charges For Srvcs	0	0	0
11,780	11,550	12,000	12,000	50240	Property/Space Rentals	12,000	12,000	12,000
14,563	990	0	0	50270	Interest Earnings	0	0	0
0	61,128	0	0	50280	Fines and Forfeitures	0	0	0
1,198,374	678,056	281,000	281,000	50290	Dividends & Rebates	320,000	320,000	320,000
3,898,146	4,534,735	4,000,000	4,000,000	50291	Retiree Health Prem	4,000,000	4,000,000	4,000,000
3,649,421	3,905,671	2,887,681	2,887,681	50292	Employee Bnft Cntrbt	4,292,361	4,292,361	4,292,361
12,810	882	1,285,844	1,285,844	50310	Service Reimbursements	185,113	185,113	185,113
8,252,857	9,154,996	3,545,100	3,545,100	50311	Serv Reimb - Liability Ins	5,663,133	5,663,133	5,663,133
3,129,982	3,196,391	3,140,167	3,140,167	50312	Serv Reimb - Work Comp	4,209,310	4,209,310	4,209,310
3,986,225	4,768,372	8,289,591	8,289,591	50313	Serv Reimb - Retiree Hlt Ins	5,754,264	5,754,264	5,754,264
0	81	0	0	50314	Serv Reimb - EAP	0	0	0
1,087,741	1,404,598	1,778,232	1,778,232	50315	Serv Reimb - Unemployment	1,856,322	1,856,322	1,856,322
50,515,437	57,055,199	59,733,801	60,130,693	50316	Serv Reimb - Med/Dental	63,069,096	63,069,096	63,364,911
514,284	518,703	750,000	750,000	50317	Serv Reimb - Life Ins	719,283	719,283	719,283
1,462,374	1,304,482	1,500,000	1,500,000	50318	Svc Rmb LTD	1,438,566	1,438,566	1,438,566
2,629,906	2,450,010	3,164,651	3,164,651	50321	Serv Reimb - Ben Admin	2,589,419	2,589,419	2,589,419
11,325	0	0	0	50350	Write Off Revenue	0	0	0
0	84	0	0	50360	Miscellaneous Revenue	0	0	0
0	0	0	0	95104	Settle All Revenue	0	0	0

**FUND 3501: FLEET MANAGEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
4,669,543	4,206,790	3,943,310	3,943,310	TOTAL BEGINNING WORKING CAPITAL	3,381,014	3,381,014	3,381,014
				<b>SERVICE CHARGES</b>			
1,017,872	837,811	860,072	860,072	IG Charges for Services	804,131	804,131	804,131
253,408	163,938	237,041	237,041	Miscellaneous	165,754	165,754	165,754
1,271,280	1,001,749	1,097,113	1,097,113		969,885	969,885	969,885
31,356	18,806	25,000	25,000	TOTAL INTEREST	19,000	19,000	19,000
				<b>OTHER</b>			
44,170	38,890	55,500	55,500	Dividends/Refunds	40,000	40,000	40,000
125	0	0	0	Fines/Forfeitures	0	0	0
1,400	1,120	0	0	Sales	0	0	0
5,072,327	5,638,364	5,774,419	5,788,402	Service Reimbursements	6,034,690	6,034,690	6,034,690
5,118,023	5,678,373	5,829,919	5,843,902		6,074,690	6,074,690	6,074,690
0	0	0	0	TOTAL FINANCING SOURCES	212,593	212,593	212,593
11,090,201	10,905,718	10,895,342	10,909,325	FUND TOTAL	10,657,182	10,657,182	10,657,182

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>DEPARTMENT OF COUNTY ASSETS</b>			
2,376,994	2,540,999	2,485,607	2,485,607	Personal Services	2,326,480	2,326,480	2,326,480
40,980	35,909	115,781	115,781	Contractual Services	37,750	37,750	37,750
3,100,709	3,785,480	3,949,196	3,963,179	Materials & Supplies	3,708,649	3,708,649	3,708,649
864,728	531,783	3,886,049	3,886,049	Capital Outlay	4,111,239	4,111,239	4,111,239
6,383,410	6,894,170	10,436,633	10,450,616		10,184,118	10,184,118	10,184,118
				<b>CASH TRANSFERS TO . .</b>			
500,000	0	0	0	Road Fund	0	0	0
0	5,555	0	0	Capital Acquisition Fund	0	0	0
500,000	5,555	0	0	TOTAL CASH TRANSFERS	0	0	0
0	0	458,709	458,709	CONTINGENCY	473,064	473,064	473,064
4,206,790	4,005,993	0	0	UNAPPROPRIATED BALANCE	0	0	0
11,090,201	10,905,718	10,895,342	10,909,325	FUND TOTAL	10,657,182	10,657,182	10,657,182

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<b>OVERALL COUNTY</b>			
4,669,543	4,206,790	0	0	50000 Beginning Working Capital	0	0	0
31,356	18,806	0	0	50270 Interest Earnings	0	0	0

**FUND 3501: FLEET MANAGEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
DEPARTMENT OF COUNTY ASSETS								
0	0	3,943,310	3,943,310	50000	Beginning Working Capital	3,381,014	3,381,014	3,381,014
1,017,872	837,811	860,072	860,072	50236	IG-Charges For Srvcs	804,131	804,131	804,131
35,815	33,540	35,815	35,815	50241	Motor Pool Parking	34,904	34,904	34,904
1,400	1,120	0	0	50250	Sales to the Public	0	0	0
0	0	25,000	25,000	50270	Interest Earnings	19,000	19,000	19,000
125	0	0	0	50280	Fines and Forfeitures	0	0	0
44,170	38,890	55,500	55,500	50290	Dividends & Rebates	40,000	40,000	40,000
5,072,327	5,638,364	5,774,419	5,788,402	50310	Service Reimbursements	6,034,690	6,034,690	6,034,690
0	0	0	0	50320	Cash Transfer Revenue	212,593	212,593	212,593
217,060	129,875	200,000	200,000	50340	Asset Sale Proceeds	130,000	130,000	130,000
142	523	0	0	50350	Write Off Revenue	0	0	0
391	0	1,226	1,226	50360	Miscellaneous Revenue	850	850	850

**FUND 3503: INFORMATION TECHNOLOGY FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
11,647,459	15,730,616	11,958,588	11,958,588	TOTAL BEGINNING WORKING CAPITAL	7,138,201	7,138,201	7,459,388
<b>INTERGOVERNMENTAL</b>							
0	1,238	0	0	Federal Sources	0	0	0
0	1,238	0	0		0	0	0
<b>SERVICE CHARGES</b>							
35,000	35,000	0	0	IG Charges for Services	0	0	0
20,551	22,803	0	0	Miscellaneous	0	0	0
64,157	64,639	0	0	Service Charges	0	0	0
119,708	122,442	0	0		0	0	0
110,687	95,575	112,921	112,921	TOTAL INTEREST	0	0	0
<b>OTHER</b>							
915	0	0	0	Dividends/Refunds	0	0	0
523,290	414,895	408,217	408,217	Sales	317,645	317,645	317,645
35,225,730	32,560,289	29,907,122	29,980,679	Service Reimbursements	35,121,461	35,121,461	34,845,584
0	243	0	0	Trusts	0	0	0
35,749,935	32,975,427	30,315,339	30,388,896		35,439,106	35,439,106	35,163,229
170,163	0	1,000,000	1,000,000	TOTAL FINANCING SOURCES	1,500,000	1,500,000	1,500,000
47,797,952	48,925,298	43,386,848	43,460,405	FUND TOTAL	44,077,307	44,077,307	44,122,617

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>NON-DEPARTMENTAL</b>							
0	0	0	3,959,429	Contractual Services	0	0	0
0	0	0	38,987	Materials & Supplies	0	0	0
0	0	0	353,887	Capital Outlay	0	0	0
0	0	0	4,352,303		0	0	0
<b>DEPARTMENT OF COUNTY ASSETS</b>							
18,524,455	20,919,123	22,387,202	22,372,932	Personal Services	21,911,883	21,911,883	21,911,883
2,746,295	2,554,964	7,433,618	3,392,189	Contractual Services	4,341,285	4,341,285	4,341,285
10,022,997	11,191,168	10,963,128	11,093,968	Materials & Supplies	14,696,474	14,696,474	14,741,784
773,590	1,137,680	916,507	562,620	Capital Outlay	1,978,784	1,978,784	1,978,784
32,067,336	35,802,935	41,700,455	37,421,709		42,928,426	42,928,426	42,973,736
<b>CASH TRANSFERS TO . .</b>							
0	0	0	0	General Fund	60,000	60,000	60,000
0	0	0	0	TOTAL CASH TRANSFERS	60,000	60,000	60,000
0	0	1,686,393	1,686,393	CONTINGENCY	1,088,881	1,088,881	1,088,881
15,730,616	13,122,363	0	0	UNAPPROPRIATED BALANCE	0	0	0
47,797,952	48,925,298	43,386,848	43,460,405	FUND TOTAL	44,077,307	44,077,307	44,122,617

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>NON-DEPARTMENTAL</b>							
0	0	0	4,352,303	50000 Beginning Working Capital	0	0	0
<b>OVERALL COUNTY</b>							
11,647,459	15,730,616	1,686,393	1,686,393	50000 Beginning Working Capital	1,088,881	1,088,881	1,088,881
110,687	95,575	0	0	50270 Interest Earnings	0	0	0



**FUND 3503: INFORMATION TECHNOLOGY FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
DEPARTMENT OF COUNTY ASSETS								
0	0	10,272,195	5,919,892	50000	Beginning Working Capital	6,049,320	6,049,320	6,370,507
0	1,238	0	0	50170	IG-OP-Direct Fed	0	0	0
19,138	0	0	0	50215	CAP-Other Prog	0	0	0
64,157	64,639	0	0	50235	Service Charges	0	0	0
35,000	35,000	0	0	50236	IG-Charges For Srvcs	0	0	0
523,290	414,895	408,217	408,217	50250	Sales to the Public	317,645	317,645	317,645
0	0	112,921	112,921	50270	Interest Earnings	0	0	0
915	0	0	0	50290	Dividends & Rebates	0	0	0
0	243	0	0	50300	OP-Donations	0	0	0
35,225,730	32,560,289	29,907,122	29,980,679	50310	Service Reimbursements	35,121,461	35,121,461	34,845,584
170,163	0	1,000,000	1,000,000	50320	Cash Transfer Revenue	1,500,000	1,500,000	1,500,000
1,280	21,245	0	0	50340	Asset Sale Proceeds	0	0	0
133	1,303	0	0	50350	Write Off Revenue	0	0	0
0	255	0	0	50360	Miscellaneous Revenue	0	0	0

**FUND 3504: MAIL DISTRIBUTION FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
1,695,011	1,968,369	1,529,433	1,529,433	TOTAL BEGINNING WORKING CAPITAL	1,468,574	1,468,574	1,468,574
				<i>LICENSES &amp; PERMITS</i>			
35	0	0	0	Licenses	0	0	0
35	0	0	0		0	0	0
				<i>SERVICE CHARGES</i>			
82,527	79,478	73,118	73,118	IG Charges for Services	79,726	79,726	79,726
2,078	711	35,000	35,000	Miscellaneous	0	0	0
84,605	80,189	108,118	108,118		79,726	79,726	79,726
10,161	8,038	10,000	10,000	TOTAL INTEREST	8,000	8,000	8,000
				<i>OTHER</i>			
6,369	2,701	0	0	Dividends/Refunds	0	0	0
0	0	0	0	Other Miscellaneous	0	0	0
2,805,842	2,661,528	3,300,000	3,300,000	Sales	0	0	0
3,372,362	3,213,144	3,174,670	3,177,125	Service Reimbursements	2,209,654	2,209,654	2,211,334
6,184,574	5,877,373	6,474,670	6,477,125		2,209,654	2,209,654	2,211,334
7,974,385	7,933,969	8,122,221	8,124,676	FUND TOTAL	3,765,954	3,765,954	3,767,634

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>DEPARTMENT OF COUNTY ASSETS</i>			
1,738,708	1,855,884	1,966,618	1,966,618	Personal Services	965,294	965,294	965,294
20,391	26,935	197,403	198,403	Contractual Services	68,500	68,500	68,500
4,246,917	4,076,831	5,176,257	5,177,712	Materials & Supplies	2,227,106	2,227,106	2,228,786
6,006,016	5,959,650	7,340,278	7,342,733		3,260,900	3,260,900	3,262,580
				<i>CASH TRANSFERS TO. . .</i>			
0	0	0	0	General Fund	103,442	103,442	103,442
0	0	0	0	Fleet Management Fund	212,593	212,593	212,593
0	0	0	0	TOTAL CASH TRANSFERS	316,035	316,035	316,035
0	0	781,943	781,943	CONTINGENCY	189,019	189,019	189,019
1,968,369	1,974,319	0	0	UNAPPROPRIATED BALANCE	0	0	0
7,974,385	7,933,969	8,122,221	8,124,676	FUND TOTAL	3,765,954	3,765,954	3,767,634

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
				<i>OVERALL COUNTY</i>			
1,695,011	1,968,369	0	0	50000 Beginning Working Capital	0	0	0
10,161	8,038	0	0	50270 Interest Earnings	0	0	0

**FUND 3504: MAIL DISTRIBUTION FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
DEPARTMENT OF COUNTY ASSETS								
0	0	1,529,433	1,529,433	50000	Beginning Working Capital	1,468,574	1,468,574	1,468,574
35	0	0	0	50220	Licenses and Fees	0	0	0
82,527	79,478	73,118	73,118	50236	IG-Charges For Srvcs	79,726	79,726	79,726
2,805,842	2,661,528	3,300,000	3,300,000	50250	Sales to the Public	0	0	0
0	0	10,000	10,000	50270	Interest Earnings	8,000	8,000	8,000
6,369	2,701	0	0	50290	Dividends & Rebates	0	0	0
3,372,362	3,213,144	3,174,670	3,177,125	50310	Service Reimbursements	2,209,654	2,209,654	2,211,334
2,061	17	0	0	50350	Write Off Revenue	0	0	0
17	694	35,000	35,000	50360	Miscellaneous Revenue	0	0	0
0	0	0	0	95104	Settle All Revenue	0	0	0

**FUND 3505: FACILITIES MANAGEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE BY CATEGORY AND CLASS	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
2,688,501	3,478,130	1,900,000	1,900,000	TOTAL BEGINNING WORKING CAPITAL	1,900,000	1,900,000	1,900,000
<b>LICENSES &amp; PERMITS</b>							
31,014	21,495	30,000	30,000	Licenses	20,000	20,000	20,000
31,014	21,495	30,000	30,000		20,000	20,000	20,000
<b>SERVICE CHARGES</b>							
2,032,363	2,054,707	1,909,611	1,909,611	Facilities Management	1,960,957	1,960,957	1,960,957
964,410	843,223	800,000	800,000	IG Charges for Services	610,000	610,000	610,000
408	594	4,900,000	4,900,000	Miscellaneous	5,327,000	5,327,000	5,327,000
16,239	32,667	20,000	20,000	Service Charges	20,000	20,000	20,000
3,013,419	2,931,191	7,629,611	7,629,611		7,917,957	7,917,957	7,917,957
38,099	32,726	45,000	45,000	TOTAL INTEREST	30,000	30,000	30,000
<b>OTHER</b>							
120,549	49,970	120,000	120,000	Dividends/Refunds	40,000	40,000	40,000
0	5,196	0	0	Fines/Forfeitures	0	0	0
-262	-5,466	0	0	Other Miscellaneous	0	0	0
63	2,112	0	0	Sales	0	0	0
33,031,193	28,791,476	30,327,499	30,436,719	Service Reimbursements	32,269,031	32,269,031	32,269,031
33,151,543	28,843,288	30,447,499	30,556,719		32,309,031	32,309,031	32,309,031
1,492,706	120,000	380,000	380,000	TOTAL FINANCING SOURCES	0	0	0
40,415,282	35,426,830	40,432,110	40,541,330	FUND TOTAL	42,176,988	42,176,988	42,176,988

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	EXPENDITURES BY DEPARTMENT	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>DEPARTMENT OF COUNTY ASSETS</b>							
7,896,657	8,221,664	9,562,600	9,556,395	Personal Services	8,873,674	8,873,674	8,873,674
5,620,453	5,173,727	6,788,295	6,897,515	Contractual Services	7,857,808	7,857,808	7,857,808
16,896,794	18,129,294	22,762,333	22,768,538	Materials & Supplies	24,372,691	24,372,691	24,372,691
133	202	0	0	Debt Service	0	0	0
715,421	38,468	0	0	Capital Outlay	0	0	0
31,129,458	31,563,355	39,113,228	39,222,448		41,104,173	41,104,173	41,104,173
<b>CASH TRANSFERS TO . . .</b>							
3,680,874	888,714	368,559	368,559	Capital Improvement Fund	379,411	379,411	379,411
2,126,820	634,598	159,469	159,469	Asset Preservation Fund	168,404	168,404	168,404
5,807,694	1,523,312	528,028	528,028	TOTAL CASH TRANSFERS	547,815	547,815	547,815
0	0	790,854	790,854	CONTINGENCY	525,000	525,000	525,000
3,478,130	2,340,163	0	0	UNAPPROPRIATED BALANCE	0	0	0
40,415,282	35,426,830	40,432,110	40,541,330	FUND TOTAL	42,176,988	42,176,988	42,176,988

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL	FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
<b>OVERALL COUNTY</b>							
2,688,501	3,478,130	650,000	650,000	50000 Beginning Working Capital	525,000	525,000	525,000
38,099	32,726	0	0	50270 Interest Earnings	0	0	0

**FUND 3505: FACILITIES MANAGEMENT FUND**

FY10 ACTUAL	FY11 ACTUAL	FY12 ADOPTED	FY12 REVISED	REVENUE DETAIL		FY13 PROPOSED	FY13 APPROVED	FY13 ADOPTED
DEPARTMENT OF COUNTY ASSETS								
0	0	1,250,000	1,250,000	50000	Beginning Working Capital	1,375,000	1,375,000	1,375,000
31,014	21,495	30,000	30,000	50220	Licenses and Fees	20,000	20,000	20,000
16,239	32,667	20,000	20,000	50235	Service Charges	20,000	20,000	20,000
964,410	843,223	800,000	800,000	50236	IG-Charges For Srvcs	610,000	610,000	610,000
2,032,363	2,054,707	1,909,611	1,909,611	50240	Property/Space Rentals	1,960,957	1,960,957	1,960,957
63	2,112	0	0	50250	Sales to the Public	0	0	0
0	0	45,000	45,000	50270	Interest Earnings	30,000	30,000	30,000
0	5,196	0	0	50280	Fines and Forfeitures	0	0	0
120,549	49,970	120,000	120,000	50290	Dividends & Rebates	40,000	40,000	40,000
33,031,193	28,791,476	30,327,499	30,436,719	50310	Service Reimbursements	32,269,031	32,269,031	32,269,031
1,492,706	120,000	380,000	380,000	50320	Cash Transfer Revenue	0	0	0
345	594	4,900,000	4,900,000	50350	Write Off Revenue	5,327,000	5,327,000	5,327,000
63	0	0	0	50360	Miscellaneous Revenue	0	0	0
-262	-5,466	0	0	95104	Settle All Revenue	0	0	0

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Photo Credit: Morrison Bridge by Jeff Kubina

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### Introduction

Multnomah County's Capital Budget funds improvements and construction on County-owned buildings, roads, Willamette River bridges, and major new information technology systems. The County proposes to spend \$159.0 million on capital improvements during FY 2013, much of which will be spent on a replacement for the Sellwood Bridge. Other major non-routine projects include work on the Downtown County Courthouse as well as the new Countywide budget system. Routine projects have a budget of \$24.2 million, while non-routine projects have budgeted expenditures of \$134.8 million. The table below shows routine and non-routine capital expenditure by fund:

Fund	Routine Projects	Non-routine Projects	Total
Roads Fund 1501	\$1,185,000	\$2,580,000	\$3,765,000
Bicycle Path Fund 1503	50,000	0	50,000
Bridge Fund 1509	1,600,000	100,000	1,700,000
Financed Projects Fund 2504	0	3,531,283	3,531,283
Capital Improvement Fund 2507	13,983,720	14,609,080	28,592,800
Capital Acquisition Fund 2508	0	1,424,943	1,424,943
Asset Preservation Fund 2509	7,740,158	0	7,740,158
Sellwood Bridge Replacement Fund 2511	0	105,513,600	105,513,600
Information Technology Fund 3503	0	6,725,557	6,725,557
<b>Total</b>	<b>\$24,558,878</b>	<b>\$134,484,463</b>	<b>\$159,043,341</b>

### *The County's Capital Portfolio*

Multnomah County owns or leases over 130 buildings totaling over 3.2 million rentable square feet. County-run facilities include:

- 19 libraries
- 7 health clinics and 13 school-based health centers
- 4 senior service centers
- 2 jails in operation
- 3 courthouses
- Facilities where citizens vote, pay taxes and obtain marriage licenses
- Administrative buildings

These facilities house services that the County provides directly to the public. In addition to facilities, the County is also responsible for the maintenance, operation and capital improvement of six Willamette River bridges and 300 miles of County road-, bicycle- and pedestrian-ways<sup>1</sup>.

<sup>1</sup> Capital assets are assets or improvements to assets that have a useful life of 3 or more years. Equipment is capitalized at \$5,000 per item and buildings, building improvements, land, roadways, bridges, and purchased or internally developed software is capitalized at \$100,000.



The County's bridges and roadways are significant components of the regional transportation system. Overlapping jurisdictions are responsible for maintaining most roads and several major Willamette River bridges within the County. The County maintains roads in unincorporated areas, most of which are in eastern Multnomah County.

The County also maintains more than 200 IT systems operating on more than 5,000 computers, laptops, and tablets to support the organization's work. The County includes major IT systems in the capital planning process, due to their importance, cost and scope.

The County has an estimated deferred maintenance and seismic liability of \$226.1 million for County buildings, of which \$204.8 million is seismic liability. The County estimates that it has a further \$75.9 million in seismic liability for the Broadway, Burnside, Morrison and Hawthorne bridges. Addressing the deferred maintenance backlog and seismic liability will require new sources of revenue to replace or repair County assets.

### The County's Capital Budget Planning and Prioritization

The prioritization and planning methods for projects in Multnomah County's Capital Budget depend on the implementing department and the project funding. In FY 2012, the Department of County Assets (DCA) was created in part to ensure the effective management of the County's capital assets. DCA is responsible for Facilities and Property Management and Information Technology, while Department of Community Services (DCS) is responsible for Land Use and Transportation Projects. The following summarizes planning and prioritization strategies by capital group:

- **Facilities and Property Management** projects are in the Capital Improvement Fund (2507) and the Asset Preservation Fund (2509). Staff work with departments to identify facilities needs and prioritizes projects through a five-year Capital Improvement Plan. Funds are assigned first to highest-scoring projects and scoring criteria are: fire/life/safety, building envelope integrity, legal compliance, major system maintenance, operational savings, project combinations/efficiencies, work place environment, outside funding, tenant moves and building disposition potential. In FY 2013, staff will continue FY 2012 work on a strategic plan that will influence future capital project planning and prioritization. The plan will develop the County's long-term capital asset strategy and propose transactions and capital projects to make the County's current portfolio financially sustainable for the long term.
- **Information Technology** (IT) projects are in the Financed Projects Fund (2504), the Capital Acquisition Fund (2508), and the Data Processing/Information Technology Fund (3503). Staff work with departments to plan for IT system improvements which will be capitalized. The Information Technology Advisory Board, made up of management staff from all County departments, prioritizes department requested projects based on their ability to reduce risk or liability, to achieve quantifiable returns on investment, and to improve internal and external customer service.
- **Land Use and Transportation** projects are in the Roads Fund (1501), Bicycle Path Fund (1503), the Willamette River Bridge Fund (1509) and the Sellwood Bridge Replacement Construction Fund (2511). Staff use a twenty-year long-term Capital Improvement Plan to identify and rank transportation improvement needs for County roadways and bridges. Land Use and Transportation staff use safety, congestion relief, support of regional land use goals, the availability of project-specific funding, and community support as criteria to evaluate projects for inclusion in the Capital Budget.

After prioritizing and aligning projects with long-term plans, these three groups develop program offers for review, prioritization and inclusion in the budget by the Chair and Board. During the budget process the Board is also briefed on the Capital Improvement Programs that guide the annual prioritization of projects. Program offers 72035, 78006, 78007, 78023, 78024, 91017 and 91018 show planned capital expenditures and can be found in Volume 2.

## Financing for the Capital Budget

Multnomah County will finance the Capital Budget through dedicated tax revenues, fees, bond proceeds, grants, and internal charges. The County largely follows a pay-as-you-go philosophy for financing capital projects, preferring dedicated taxes, fees, and internal charges to issuing debt. The County considers issuing bonds for non-routine projects with sizeable future benefits to citizens or if doing so would save the County money over the long run.

Funding for Facilities and Property Management capital projects comes from voter-approved General Obligation bonds, Full Faith and Credit bonds, internal charges, project-specific grants, and other sources. Routine facilities projects are typically financed by capital improvement and asset preservation fees. For FY 2013, the fee is \$3.20 per square foot and will collect approximately \$6.8 million for repairs to County buildings.

IT projects are financed through the fund balance of the IT Fund, as well as through internal charges, and some limited debt proceeds.

Funding for Land Use and Transportation projects comes from State and County vehicle fuel taxes and registration fees, land development activity, and federal sources. Gasoline taxes and vehicle registration fees are the most flexible funding, while federal funding and money from private development is usually project-specific.

The table on the next page shows the financing source and planned capital expenditure by fund.

# Capital Budget

fy2013 adopted budget

Revenue Source	Road Fund 1501	Bicycle Path Fund 1503	Bridge Fund 1509	Financed Projects Fund 2504	Capital Improve. Fund 2507	Capital Acquisition Fund 2508	Asset Pres. Fund 2509	Sellwood Bridge Fund 2511	Info. Tech Fund 3503	Total
Beginning Working Capital	\$2,236,925	\$334,500	\$1,707,364	\$3,531,283	\$19,751,467	\$1,424,943	\$3,929,862	\$6,121,498	\$7,459,388	\$46,497,230
Bond Proceeds	400,000	0	0	0	5,000,000	0	0	127,000,000	0	132,400,000
Grants	35,426,246	73,000	6,197,077	0	0	0	0	79,849,266	0	121,545,589
Transfers from Other Funds	0	0	0	0	387,687	0	168,404	0	1,500,000	2,056,091
County Gas Tax	7,100,000	0	0	0	0	0	0	0	0	7,100,000
Licenses, Fees, Permits and Charges for Services	535,500	0	3,948,415	0	3,496,923	0	3,621,892	0	34,845,584	46,448,314
Other Sources of Revenue	<u>109,500</u>	<u>1,000</u>	<u>5,000</u>	<u>0</u>	<u>60,000</u>	<u>0</u>	<u>20,000</u>	<u>15,688</u>	<u>317,645</u>	<u>528,833</u>
<b>Total Revenue</b>	\$45,808,171	\$408,500	\$11,857,856	\$3,531,283	\$28,696,077	\$1,424,943	\$7,740,158	\$212,986,452	\$44,122,617	\$356,576,057
Spending on Capital Projects	\$3,765,000	\$50,000	\$1,700,000	\$3,531,283	\$28,592,800	\$1,424,943	\$7,740,158	\$105,513,600	\$6,725,557	\$159,043,341
Spending on Maintenance & Operations	13,106,294	0	10,003,413	0	103,277	0	0	33,032,989	36,248,179	92,494,152
Spending on Debt Service	0	0	0	0	0	0	0	40,985,000	0	40,985,000
Transfer Payments	28,936,877	0	0	0	0	0	0	9,065,000	60,000	38,061,877
Carryover to FY 2014	<u>0</u>	<u>358,500</u>	<u>154,443</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>24,389,863</u>	<u>1,088,881</u>	<u>25,991,687</u>
<b>Total Requirements</b>	\$45,808,171	\$408,500	\$11,857,856	\$3,531,283	\$28,696,077	\$1,424,943	\$7,740,158	\$212,986,452	\$44,122,617	\$356,576,057

### Major Capital Projects

#### *Replacing the Sellwood Bridge*



Photo Credit: Christy Jill Reed

The Sellwood Bridge project will replace the 84-year old bridge, which suffers from structural problems, lacks adequate cyclist and pedestrian paths, and does not connect easily to major west end roadways, with a replacement bridge to address these problems that will include Portland Streetcar tracks.

The County began detour bridge construction in December 2011 and Westside landslide mitigation construction work in May 2012. New bridge and interchange construction is expected to begin in July 2012.

A regional funding plan is in place to secure the estimated \$290 million needed for the project. The cost includes the new bridge, an interchange where the bridge connects with Highway 43, right-of-way, design, and mitigating impacts to protected environmental resources. The plan includes \$275 million in secured sources:

- \$127 million - Multnomah County Vehicle Registration Fee (\$19 per year)
- \$80 million - City of Portland (revenues from the Oregon Jobs and Transportation Act)
- \$35 million - State of Oregon (Jobs and Transportation Act) for the Highway 43 interchange
- \$15.6 million - Previously secured funds remaining after planning phase
- \$17.7 million - Tiger III Grant awarded in January 2012.

The County was counting on \$22 million from a Vehicle Registration fee rejected by Clackamas County voters in a referendum, but was also awarded \$17.7 million from the Tiger III grant and an additional \$5 million for work on the Highway 43 interchange. These two awards filled the funding gap from the Clackamas County voter rejection of the vehicle registration fee.

The FY 2013 budget includes plans for a debt issue of \$127 million backed by the Multnomah County vehicle registration fee and is further described in program 91017. These funds will be tracked in fund 2511, created solely for the use of the Sellwood Bridge Replacement Project to better account for the revenues and expenses associated with this project.

The replacement Sellwood Bridge will likely reduce repair and maintenance costs in the first years of its operational life by only a relatively small amount, that will not impact the FY 2013 budget or ongoing operating expenditures. (The FY 2013 Willamette River Bridge Fund budget includes approximately \$100,000 for routine repairs and maintenance to all six County-operated Willamette River bridges.)

FY 2013 County Budget	Total Project Cost	Estimated Operating Expenditure Impact	Estimated Completion Date
\$132,201,707	\$290,000,000	TBD	FY 2016

### *East County Courthouse*

Construction of a new East County Courthouse at 185th and Stark in the Rockwood neighborhood of Gresham that began in January 2011, culminated in a grand opening on April 10, 2012.

East County residents, who previously either had to travel to downtown Portland or go to an overcrowded one-courtroom Gresham facility, can now receive court services in a new, three-courtroom building designed to accommodate future growth with three additional courtrooms planned.

The facility will serve people being adjudicated for misdemeanors, violations and small claims, and will be used for landlord and tenant actions, ex parte hearings and the filing of documents for all civil and domestic relations actions.

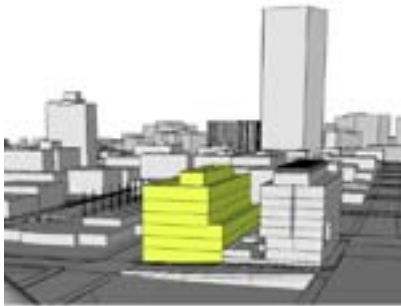
The new courthouse is designed to achieve LEED gold certification and meet the Architecture 2030 challenge that requires energy reduction technology such as solar, ecoroofs and geothermal ground source heating.

The new building will house the County's new data center, to be fully transitions by early FY 2013. The data center adds critical disaster recovery capabilities to ensure the County's ongoing IT operations in case of an emergency or disaster. These capabilities are the result of significant upgrades to the County's previously aged network infrastructure.

FY 2013 County Budget	Total Project Cost	Estimated Operating Expenditures	Estimated Completion Date
\$ 732,873	\$19,800,000	\$556,500	Summer 2012



## U2 Block Health Headquarters



In 2011, Multnomah County and Home Forward (formerly Housing Authority of Portland) prepared a feasibility report to relocate operations from the outdated McCoy Building on 426 SW Stark to a new Health Department facility on the east half of block U2.

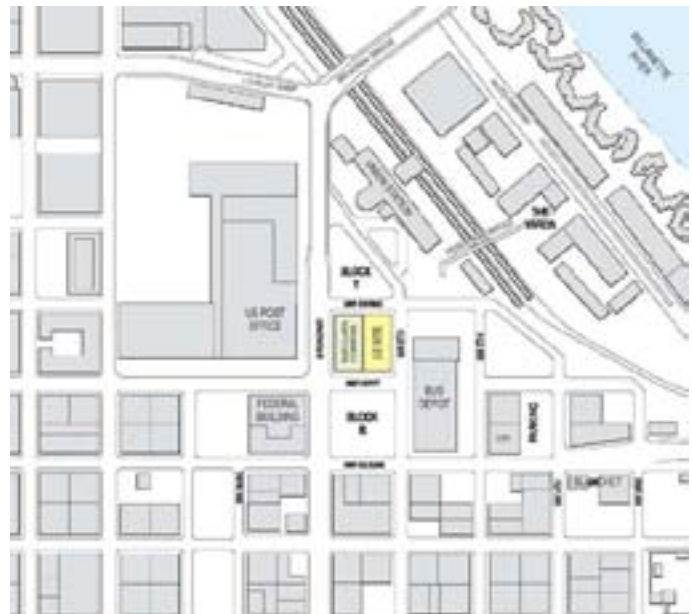
The ten story McCoy facility, which was built in 1923 as a retail and administrative space and houses the Westside Health Clinic, TB and STD clinics, and a variety of other clinical functions. It has been observed to be not well suited for efficient client-centered services, needs significant maintenance and has an estimated \$13 million seismic need.

The U2 site identified for a new facility, is well situated next to the Bud Clark Commons day center and shelter with easy access to public transportation on NW 6th Avenue between NW Hoyt and Irving Streets in downtown Portland.

Negotiations are underway between the City of Portland, Home Forward, and Multnomah County to secure an agreement to finance and develop the project.

The cost of a new building and relocation of current operations are estimated at \$38.5 million and \$26.9 million of the requisite funds could come from an anticipated distribution from the Portland Development Commission for River District capital projects.

The FY 2013 budget includes \$5 million for pre-development costs that may be incurred during the year.



FY 2013 County Budget	Total Project Cost	Estimated Operating Expenditures	Estimated Completion Date
\$5,000,000	TBD	TBD	TBD

### *New Countywide Budget System*

The new Countywide Budget and Performance Management System is a major information technology project to replace the County's legacy budgeting software. The County's current processes include several Access databases, Excel spreadsheets, PDF forms, and an SAP enterprise system to collect, analyze and report on department budget data. Because the data is spread across multiple systems, it takes a significant amount of time and effort to maintain the systems in coordination with each other.

The Department of County Management has selected a vendor to supply and assist in implementing the new system to replace these disparate and cumbersome applications. The new system will improve processing, reporting and security capabilities, as well as support more in depth data analysis to inform County policies.

The County budgeted \$1.1 million in FY 2013 to purchase and configure the new budget software.

FY 2013 County Budget	Total Project Cost	Estimated Operating Expenditures	Estimated Implementation Completion
\$1,133,439	\$1,133,439	\$45,000	Fall 2013



### *Downtown County Courthouse and Hawthorne Ramp Relocation*

The downtown Courthouse is obsolete and poses a hazard to the County in case of an earthquake. Built in 1914, the 300,000 square foot building has outlasted its useful life and is expensive to operate: the building's infrastructure needs significant investment and the building layout is inefficient for modern courtroom and security needs.



Photo Credit: Multnomah County Courthouse by Seth Gaines

In addition, the Courthouse needs an estimated \$57 million in structural improvements to ensure its safety during seismic events. A new court facility would provide for the County's space needs, reduce maintenance costs, and increase energy efficiency. A new court facility would allow the State to meet community demand, ensure that justice is carried out in a timely manner, and support services to Multnomah County citizens.

In 2006 the Board declared that the North Bridgehead Block near the Hawthorne Bridge is the preferred site for the new Courthouse. The County has been investigating the zoning and land use issues which currently encumber the site, which will require relocating the Hawthorne Bridge off-ramp that bisects the property. Additionally, the County recently completed an architectural study describing the feasibility of renovating the Downtown Courthouse while maintaining a substantial portion of operation within the building during construction. The study is being reviewed by the Board and as of yet no decision had been made to change the 2006 plan.

A recent analysis by the Inici Group examined options for the downtown courthouse ranging from building a new courthouse in one of several downtown locations to renovating the existing courthouse for use as office space and building a new courthouse. Cost estimates range from \$182 million to \$275 million. The effects on operating costs for the new facility are uncertain.

### Capital Projects by Fund

#### Road Fund (1501)

The specific projects presented to the Board for approval as part of the Capital Budget are displayed here by Fund. Each Fund is dedicated for specific purposes as described by Board action, and projects assigned must meet the restrictions on that funding source. Projects are further identified as routine or non-routine.<sup>2</sup>

Road Fund Capital Budget projects maintain and enhance the County road system. The FY 2013 program will continue preservation work with asphalt overlays and slide repair, safety work on NW Cornelius Pass Road and NE 238th Drive, pedestrian and bicycle work on NE Arata Road and SE Troutdale Road and project design work for county roads in the cities of Fairview, Wood Village and Troutdale. These projects receive funding from State Motor Vehicle sources, County gasoline tax, permits, development fees, issuance of debt and intergovernmental agreements.

#### Non-Routine Projects

Non-Routine Projects (1501)	FY 2013 Project Cost	Total Project Cost	Est. Completion Date
NE 223rd Avenue Rail Road Underpass - Open Claim	400,000	11,534,500	Complete
Cornelius Pass Road Safety - Design	1,025,000	9,500,000	Summer 2013
Arata Road Design & Construction	450,000	4,468,200	Fall 2013
NE 238th Road Safety Improvements -Construction	290,000	346,000	Fall 2012
Wood Village Boulevard Extension - Survey	10,000	3,294,794	Summer 2013
Stark Street Reconstruction - Design	5,000	4,004,700	Winter 2013
Sandy Boulevard (COG limits 1,800' east) - Right-of-Way	50,000	4,100,000	Summer 2013
SE Troutdale Road Sidewalk SE 17th to SE 19th - Construction	50,000	75,000	Fall 2012
NW Newberry Road Slide Repairs - Construction	250,000	235,000	Fall 2012
Oxbow Park Road Repairs - Design	<u>50,000</u>	<u>Under Review</u>	Summer 2013
<b>Total Non-Routine Projects</b>	<b>\$2,580,000</b>	<b>\$37,558,194</b>	

<sup>2</sup> Non-routine projects alter an asset's function, maintenance or operational costs, increase capacity or expand current systems. Routine projects are those that rehabilitate or maintain existing structure or are normal system-wide projects.

## Routine Projects

Routine Projects (1501)	FY 2013 Road Fund Capital Budget	Total County Project Cost
County Asphalt Overlays	\$700,000	\$805,000
Safety/Emergency/Various Culverts	100,000	115,000
East County Cities A/C Overlay (IGA)	150,000	150,000
Contingency Reserve	<u>235,000</u>	<u>235,000</u>
<b>Total Routine Projects</b>	<b>\$1,185,000</b>	<b>\$1,305,000</b>

Oregon's 2012 legislative session adjourned with Multnomah County receiving a \$9.5 million pledge from the State to support system improvements on NW Cornelius Pass Road. Competitive grant awards (\$3.8 million) for Flexible Funds (Regional and State) will provide critical funds to support work on NE Arata Road.

The Bicycle Path Construction Fund receives its revenue from one percent of the County's share of motor vehicle fees, dedicated project grants and intergovernmental agreements. The fund is dedicated to the construction of bicycle and pedestrian projects.

## Bicycle Path Construction Fund (1503)

Routine Projects (1503)	FY 2013 Project Budget	Total Project Cost
Undetermined Project	50,000	TBD
<b>Total Bike Path Fund Routine Projects</b>	<b>\$50,000</b>	<b>TBD</b>

### Willamette River Bridge Fund (1509)

The Willamette River Bridge Fund accounts for revenue from gasoline tax, a portion of the County's State Motor Vehicle fee, and dedicated Federal and State project revenues, and grants. Projects in this fund are limited to the Sellwood, Hawthorne, Morrison, Burnside, Broadway, and Sauvie Island bridges.

#### Non-Routine Projects

The Bridge Fund has three non-routine projects budgeted in FY 2013: painting the Broadway Bridge, replace the center lock on the Morrison Bridge, and installing a traveler on the Sauvie Island Bridge.

Non-Routine Projects (1509)	FY 2013 Bridge Fund Budget	FY 2013 ODOT Budget	Total County Project Cost	Total Project Cost	Est. Completion Date
Broadway Paint Project	\$1,150,000	\$9,771,178	\$1,176,450	\$11,500,000	FY 2014
Sauvie Island Traveler	200,000	0	200,000	200,000	<u>FY 2013</u>
Morrison Center Lock	<u>250,000</u>	<u>0</u>	<u>250,000</u>	<u>250,000</u>	FY 2013
<b>Total Non-Routine Projects</b>	<b>\$1,600,000</b>	<b>\$9,771,178</b>	<b>\$1,626,450</b>	<b>\$11,950,000</b>	

#### Routine Projects

Routine Projects (1509)	FY 2013 Bridge Fund Budget	FY 2013 ODOT Budget	Total County Project Cost	Total Project Cost
Miscellaneous Ongoing Repairs	\$50,000	\$0	\$50,000	\$50,000
Miscellaneous Small Improvements	<u>50,000</u>	<u>0</u>	<u>50,000</u>	<u>50,000</u>
<b>Total Bridge Fund Routine Projects</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>

### *Financed Projects Fund (2504)*

The Financed Projects Fund accounts for expenditures for acquiring, remodeling, or constructing County facilities, information technology capital investments, and other capital projects. Funding is from Full Faith and Credit bonds or other financing sources.

#### *Non-Routine Projects*

In FY 2013 the Financed Projects Fund will continue to fund the data system replacement project for the Division of Assessment, Records and Taxation.

Non-Routine Projects (2504)	FY 2013 Project Cost	Total Project Cost	Estimated Operating Expenditures	Estimated Completion Date
DART Data System Replacement	\$3,531,283	\$7,633,097	\$718,084	FY 2013

# Capital Budget

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## Capital Improvement Fund (2507)

The Capital Improvement Fund projects are funded by capital improvement fees, unrestricted property sales, interest income, financing proceeds and service reimbursement or operating revenue from leased facilities. Expenditures are made for capital projects, capital acquisitions or the retirement of lease/purchase agreements.

### Non-Routine Projects

The Capital Improvement Fund has four non-routine projects (all of which have been discussed previously) budgeted in FY 2013.

Non-Routine Projects (2507)	FY 2013 Project Cost	Total Project Cost	Est. Completion Date
Hawthorne NW Ramp Relocation	\$65,130	\$70,000	Fall FY 2013
New Courthouse Bridge Ramp West Hawthorne	9,143,950	9,213,950	TBD
U2 Block Health HQ	5,000,000	5,000,000	TBD
East County Courts Construction	<u>400,000</u>	<u>19,800,000</u>	Spring FY 2012
<b>Total Non-Routine Projects</b>	<b>\$14,609,080</b>	<b>\$34,083,950</b>	

### Routine Projects

Routine Projects (2507)	Building	FY 2013 Adopted Budget	Total Project Cost	Estimated Completion Date
Security System	Animal Services	\$18,823	\$25,000	Summer FY 2013
Int Finishes Breakroom & Restroom B324	Animal Services	29,545	30,000	Summer FY 2013
Connect Fire Damper to BAS	Animal Services	100,000	100,000	Spring FY 2013
Pave Parking Lots	Animal Services	100,000	100,000	Fall FY 2013
Replace 3 RTU's	Animal Services	100,000	100,000	Spring FY 2013
Upgrade Interior B446	Bridge Shops	80,000	80,000	Winter FY 2013
Roof & Exterior Bridge Shop	Bridge Shops	347,969	300,000	Fall FY 2013
Central Library B601 AC Liebert	Central Library	61,972	162,000	Summer FY 2013
DMB Generator Ventilation Courthouse	Court House	56,561	300,000	Fall FY 2013
Flooring & Paint 8th floor DA area	Court House	80,000	80,000	Winter FY 2013
Boiler Room Sump Pump Replacement	Court House	100,000	100,000	Winter FY 2013

# Capital Budget

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Routine Projects (2507)	Building	FY 2013 Adopted Budget	Total Project Cost	Estimated Completion Date
Upgrade Courtroom Jury room	Court House	100,000	100,000	Spring FY 2013
OTO Heating Risers - Add Valves Piping B101	Court House	142,059	642,059	Spring FY 2017
Replace Liebert in B10	Court House	150,000	150,000	Spring FY 2013
Cooling Tower B6 & B10	Court House	229,239	270,000	Winter FY 2013
Security Alarm System at ECC Campus	East County Courthouse	10,000	10,000	Summer FY 2013
Hansen Operations Relocation	Hansen Building	31,134	50,000	TBD
Replace 5 Roof Top HVAC Units	Inverness Jail	66,649	250,000	Spring FY 2012
Replace Hot Water Generator IJ B314	Inverness Jail	295,648	325,000	Spring FY 2013
Shuttle Elev Interior #11 Shared B119	Justice Center	21,000	21,000	Fall FY 2013
FLS UPS System Consolidation B119	Justice Center	22,728	155,000	Summer FY 2012
Atrium Ceiling/ Vaulted Entrance Repair Shared	Justice Center	27,238	40,000	Spring FY 2012
Waterproof Mech Rm Shared	Justice Center	50,000	50,000	Winter FY 2013
DMB Fire Alarm Panel B119 Shared	Justice Center	65,951	70,000	Fall FY 2013
HVAC Distribution Upgrades Shared w City	Justice Center	79,230	100,000	Spring FY 2012
Macerator Rebuild Preventative	Justice Center	100,000	100,000	Spring FY 2012
Domestic Water Piping Shared B119	Justice Center	243,617	645,000	Spring FY 2014
Cooling Tower Replacement Shared B119	Justice Center	626,010	800,000	Fall FY 2013
Detention Electronics JJC	Juvenile Justice Complex	1,362,738	1,400,000	Winter FY 2013
Library Administration dock roof	Library Administration	25,000	25,000	Summer FY 2013
lighting replacement	Library Administration	39,225	42,000	Summer FY 2013
FLS Install Access to Cooling Towers	Mead Building	20,000	20,000	Winter FY 2013
DMB Building Notification System Mead	Mead Building	279,974	700,000	Summer FY 2014
DMB Mead Exterior Repairs	Mead Building	445,603	487,220	Fall FY 2013
Willamette Boathouse B308	River Patrol Willamette	175,000	175,000	Winter FY 2013
Replace AHU / Investigate cooling options	Title Wave Bookstore	359,381	390,000	Winter FY 2013
Int Finishes Flooring Dining Room B322	Walnut Park Complex	44,624	50,000	Fall FY 2013
ADA Remodel A&D Restrooms B322	Walnut Park Complex	68,468	100,945	Summer FY 2013
Window Repair	Walnut Park Complex	100,000	100,000	Spring FY 2013
Rac-15 & Rac-16 Replacement	Walnut Park Complex	191,347	200,000	Fall FY 2013

# Capital Budget

fy2013 adopted budget

Routine Projects (2507)	Building	FY 2013 Adopted Budget	Total Project Cost	Estimated Completion Date
Replace AC @ Loaves & Fishes	Walnut Park Complex	203,479	210,000	Fall FY 2013
Fire & Intrusion Alarm & Controls	Walnut Park Complex	250,000	250,000	Spring FY 2013
Repair Roof Leak B425	Yeon Facility	20,220	25,000	Spring FY 2012
OTO Security System	Yeon Facility	27,225	30,000	Summer FY 2013
A&E Design Roof Replacement B425	Yeon Facility	28,105	65,000	Fall FY 2013
Elevator Upgrade	Yeon Facility	75,000	75,000	Winter FY 2013
Rebuild HVAC Fans	Yeon Facility	115,222	119,000	Spring FY 2013
Refurbish Parking Lot B425	Yeon Facility	150,000	150,000	Summer FY 2014
Structural Study Yeon B425	Yeon Facility	478,183	500,000	Summer FY 2014
Replace Roof B425	Yeon Facility	2,400,000	2,400,000	Fall FY 2013
Deferred Maint Bond Payments thru 2017	All Properties	450,000	2,250,000	FY 2017
Fire Alarm Panels At 10 Locations	All Properties	150,000	300,000	Winter FY 2014
Replace Windows Skyline & Springdale	All Properties	100,000	100,000	Fall FY 2013
DMB County Wide Efficient Lighting	All Properties	675,039	975,000	Summer FY 2013
DMB County Wide Sewer Repair	All Properties	166,817	500,000	Spring FY 2013
Yeon / Vance Site analysis	All Properties	44,378	150,000	Fall FY 2013
ADA-American Disabilities Act	All Properties	50,000	50,000	Mini Fund
Interior Finishes	All Properties	200,000	200,000	Mini Fund
BSER Building Safety Emergency Repair	All Properties	500,000	500,000	Mini Fund
FLS Fire Life Safety	All Properties	200,000	200,000	Mini Fund
RACC	All Properties	50,000	50,000	Mini Fund
A&E Consultation for CIP	All Properties	100,000	100,000	Mini Fund
Disposition-Optimization	All Properties	100,000	100,000	Mini Fund
Emergency Expenditures	All Properties	34,019	34,019	Mini Fund
Relamping And Reballasting	All Properties	200,000	200,000	Mini Fund
Future Capital Projects	All Properties	60,000	1,160,000	Mini Fund
Misc ongoing Capital Projects	Split	709,304	710,000	Misc
<b>Routine Projects Capital Improvement Fund 2507</b>		<b>\$13,983,720</b>	<b>\$20,248,243</b>	



# Capital Budget

fy2013 adopted budget

## Capital Acquisition Fund (2508)

The Capital Acquisition Fund projects are funded by internal service reimbursement revenues and debt proceeds and support the acquisition and replacement of computer equipment.

### Non-Routine Projects

Non-Routine Projects (2508)	FY 2013 Project Cost	Total Project Cost
Network Convergence	\$1,424,943	\$2,502,619

## Asset Preservation Fund (2509)

Asset Preservation Fund projects are funded by a \$3.20/square foot asset preservation fee assessed to County building tenants. The fund supports building system repairs and projects include scheduled capital maintenance such as roof replacement, boiler and chiller replacement, etc.

### Routine Projects

Routine Projects (2509)	Building	FY 2013 Adopted Budget	Total Project Cost	Estimated Completion Date
LIGHTING UPGRADE B601	Central Library	\$141,760	\$560,000	Spring FY 2012
Painting	Central Library	200,000	200,000	Winter FY 2013
Upgrade Lighting In The Sorting And Tallying Rooms	Elections Building	33,544	55,000	Fall FY 2013
Dehumidify Red Room	Elections Building	25,000	25,000	Fall FY 2013
Flooring at Gresham Library B607	Gresham Library	199,025	280,000	Winter FY 2013
Ext & Interior Coating	Gresham Library	75,000	75,000	Fall FY 2013
Lighting Controls	John B Yeon Annex	12,000	12,000	Summer FY 2013
Lighting replacement	John B Yeon Annex	32,998	35,000	Summer FY 2013
Connect Fire Dampers to BAS	John B Yeon Annex	70,000	70,000	Winter FY 2013
OTO Install New Flooring B311	Juvenile Justice Complex	26,083	27,175	Winter FY 2013
Fire Alarm System	Juvenile Justice Complex	50,000	750,000	Winter FY 2013
Repair Flashing & Trim B311	Juvenile Justice Complex	70,000	70,000	Spring FY 2013
Roof Replacement Midland Library	Midland Library	325,000	325,000	Summer FY 2014
Women Transition Foundation/Drainage	Multiple Bldgs	140,015	141,500	Spring FY 2013
Sidewalk Repair B503 & 504	Multnomah Building	42,000	42,000	Spring FY 2013
REPLACE ROOF EAST SIDE	Multnomah Building	50,000	750,000	Winter FY 2014
Replace North Cooling Tower	Multnomah Building	268,908	270,000	Winter FY 2013
TMB AC Design & Replacements	Multnomah Building	300,000	450,000	Summer FY 2014

# Capital Budget

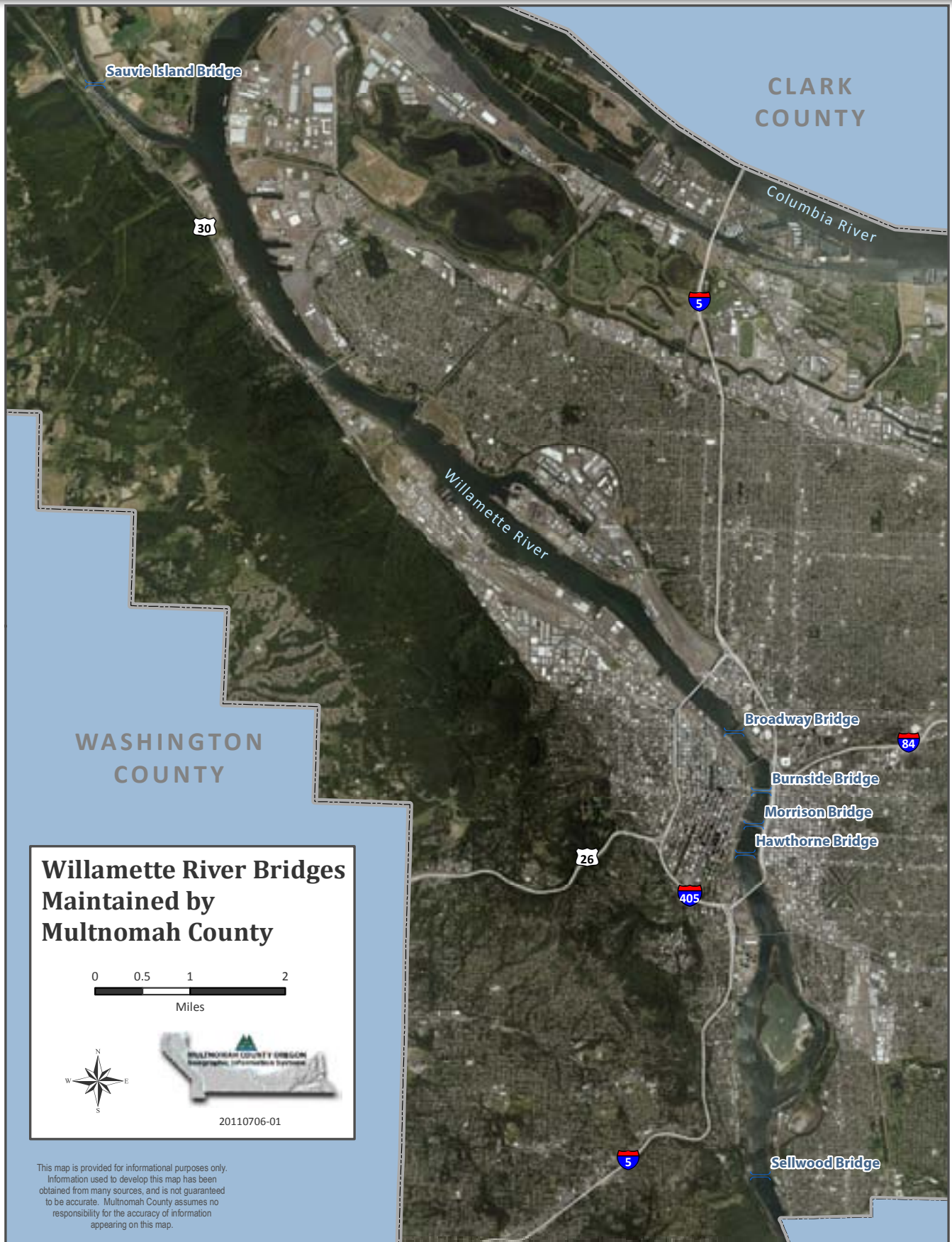
fy2013 adopted budget

Routine Projects (2509)	Building	FY 2013 Adopted Budget	Total Project Cost	Estimated Completion Date
Elevator Upgrade TMB	Multnomah Building	1,025,948	1,122,000	Spring FY 2013
Hydraulic Elevator #1	Multnomah Building Garage	150,000	150,000	Summer FY 2014
Install Security Cameras	Multnomah County East	60,000	60,000	Fall FY 2013
Upgrade AHU Controls	Multnomah County East	150,000	150,000	Spring FY 2013
Dorm Shower Repair Inverness	Inverness Jail	58,726	250,000	Fall FY 2013
Renovate Dock & Lot	Inverness Jail	60,000	60,000	Fall FY 2013
UPS System Upgrade	Inverness Jail	96,815	100,000	Fall FY 2013
Replace 15 VFDs B314	Inverness Jail	110,000	110,000	Spring FY 2013
Renovate Recreation Yards	Inverness Jail	140,000	140,000	Spring FY 2013
Exterior EIFS B314	Inverness Jail	347,442	375,000	Fall FY 2013
Detention Electronics Inverness	Inverness Jail	1,800,000	1,800,000	Fall FY 2014
Replace Piping B320	Inverness Jail Laundry	85,273	90,000	Winter FY 2013
Replace Boiler & Tank B320	Inverness Jail Laundry	287,224	306,000	Winter FY 2013
Replace Booster Pump	North Portland Health Clinic	25,303	28,000	Summer FY 2013
Flooring	North Portland Health Clinic	40,000	40,000	Fall FY 2013
Paint Exterior Of Building	Southeast Health Center	48,312	55,000	Summer FY 2013
ADA-American Disabilities Act	All Properties	50,000	50,000	Mini Fund
Interior Finishes	All Properties	200,000	200,000	Mini Fund
Capital Repair	All Properties	250,000	250,000	Mini Fund
RACC	All Properties	30,000	30,000	Mini Fund
A&E Consultation for AP	All Properties	100,000	100,000	Mini Fund
Emergency Expenditures	All Properties	72,185	72,185	Mini Fund
Future Asset Preservation Projects	All Properties	155,000	12,255,000	Mini Fund
Misc ongoing Asset Preservation Projects	Split	<u>336,598</u>	<u>340,000</u>	Misc
<b>Routine Projects Asset Preservation Fund 2509</b>		<b>\$ 7,740,158</b>	<b>\$22,270,860</b>	

### *Information Technology Fund (3503)*

The Information Technology Fund (IT Fund) supports capital projects with its excess fund balance and has fourteen non-routine capital projects in FY 2013. Please see the "Major Projects" section of the Capital Budget for a description of the Countywide Budget System.

<b>Non-Routine Projects (3503)</b>	<b>FY 2013 Adopted Budget</b>
Countywide Budget System	\$1,133,439
Client Case Management	309,006
Content & Document Management	60,000
DSS-J Technology Upgrade	94,628
Employee Self Service Evaluation	120,000
Corrections Electronic Medical Records	421,580
Mobile Platform Pilot	100,000
Document Management System Pilot	541,225
Logistics System (w/GIS)	100,000
Data Center & Disaster Recovery	1,268,003
Network Convergence	1,077,676
SAP Enhancements	400,000
Employee Benefits Self Service	600,000
Facilities Portfolio Asset Management	<u>500,000</u>
<b>Non-Routine Projects IT Fund 3503</b>	<b>\$6,725,557</b>



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### Goals

The goals of the County's financial policies are:

1. To preserve capital through prudent budgeting and financial management.
2. To achieve the most productive use of County funds that meets the goals of the Board of County Commissioners.
3. To achieve a stable balance between the County's ongoing financial commitments and the continuing revenues available to the County.
4. To leverage local dollars with Federal and State funding/grants.
5. To support accountability to the citizens of Multnomah County.

It is the intention of the Multnomah County Board of Commissioners to comply with all federal and statutory requirements, Generally Accepted Accounting Principles (GAAP), and Governmental Accounting Standards Board (GASB) directives (see Multnomah County's Ordinance No. 1101).

### Financial Forecasts for the General Fund

Governments at all levels should forecast major revenues and expenditures. The forecast should extend at least three to five years beyond the budget period and be regularly monitored and updated. It should be clearly stated and available to participants in the budget process, as should its underlying assumptions and methodology. The forecast should also be referenced in the final budget document. To improve future forecasting, the variances between previous forecasts and actual amounts should be analyzed. The variance analysis should identify all factors that influence revenue collections, expenditure levels, and forecast assumptions.

### Policy Statement

The Board of County Commissioners recognizes the importance of developing a combined revenue and expenditure forecast. The Budget Office will prepare a five-year financial forecast for the General Fund to assess the long-term financial implications of current, as well as proposed, policies and programs. The forecast will detail assumptions regarding both short-term and long-term financial issues facing the county. Those assumptions will guide the development of appropriate financial strategies to achieve the goals outlined above. The forecast will be referenced on the County's website and incorporated in the annual budget document. The General Fund revenue and expenditure forecast will:

1. Provide an understanding of available funding;
2. Evaluate financial risk;
3. Assess the likelihood that services can be sustained;
4. Assess the level at which capital investment can be made;
5. Identify future commitments and resource demands;
6. Identify the key variables that might change the level of revenue; and
7. Identify one-time-only resources and recommend appropriate uses.

### Status

The County is in compliance with this policy.

## Tax Revenues

State statutes and the County Code provide Multnomah County with the ability to raise revenue through taxation. The County currently utilizes the following taxes:

1. Property Taxes are governed by state statute and the Oregon Constitution and are levied for the following purposes:
  - a “Permanent Rate” is available for general uses, that is set at \$4.34 per \$1,000 of assess value;
  - a five year “Local Option” levy for Library operations that is set at \$0.89 per \$1,000 of assessed value; and
  - a levy to pay debt service on General Obligation Bonds that is set annually at a level to provide sufficient revenue to support the payments.
2. Business Income Tax is set at 1.45% of net business income generated in Multnomah County. This tax is authorized by County Code, Chapter 12.
3. Motor Vehicle Rental Tax is set at 17% of the value of rental fees. The first 14.5% is available for general uses. The remaining 2.5% supports the Oregon Convention Center under an agreement with the Metropolitan Service District. This tax is authorized by County Code, Chapter 11.
4. Transient Lodging Tax is set at 11.5% of the room rent charged by hotel operators. Nearly all of the County proceeds from this tax are used to support the Oregon Convention Center and other tourist amenities under an agreement with the Metropolitan Service District. This tax is authorized by County Code, Chapter 11.
5. Motor Vehicle Fuel Tax is set at 3 cents per gallon of gasoline (or diesel) sold in Multnomah County. The proceeds of this tax are dedicated to transportation programs. This revenue is shared by Multnomah County and the cities of Portland, Gresham, Troutdale, and Fairview. This tax is authorized by County Code, Chapter 11.

## Policy Statement

The Board recognizes that taxation is necessary to provide public services to the citizens of the county. When considering changes to the County’s tax structure, the Board will consider:

- The ability of taxpayers to pay the taxes;
- The impact of taxes imposed by the County on other local governments;
- The effect of taxes on the county economy;
- The administrative and collection costs of the taxes; and
- The ease with which the taxes can be understood by taxpayers.

State statutes allow the County to levy “local option” taxes that are not allowed to exceed five years. It is the intent of the Board to use this short-term revenue source to fund priority service programs only after all other sources of revenue have been analyzed and have been determined not to be



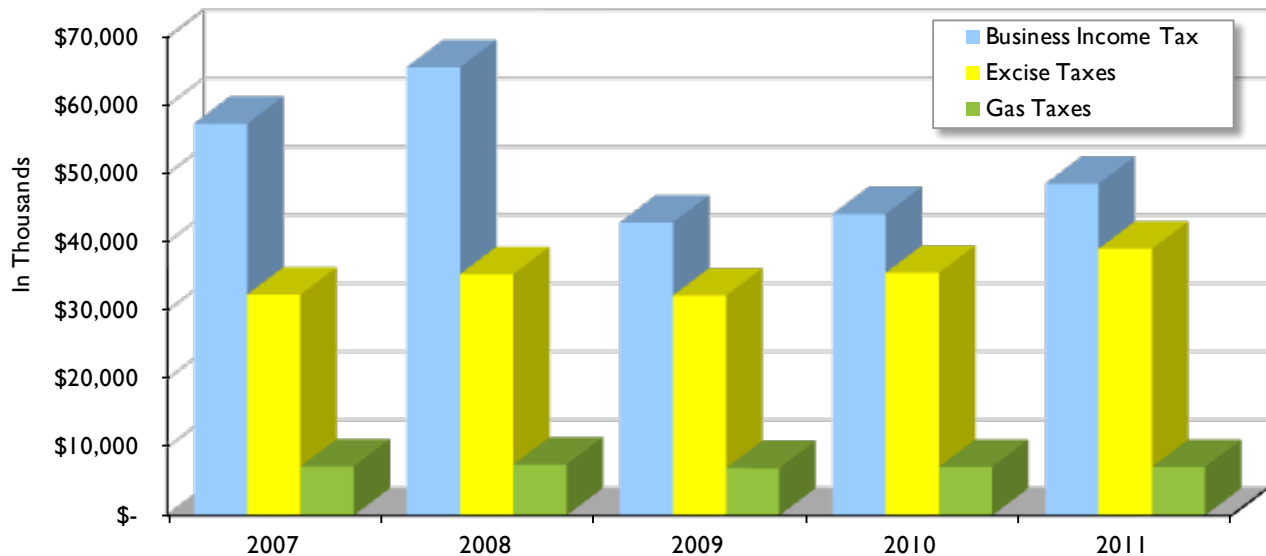
### Status

feasible. The County currently has one local option levy that supports Library services. The tax is set at 89 cents per thousand dollars of assessed value. It is in place until June 30, 2012.

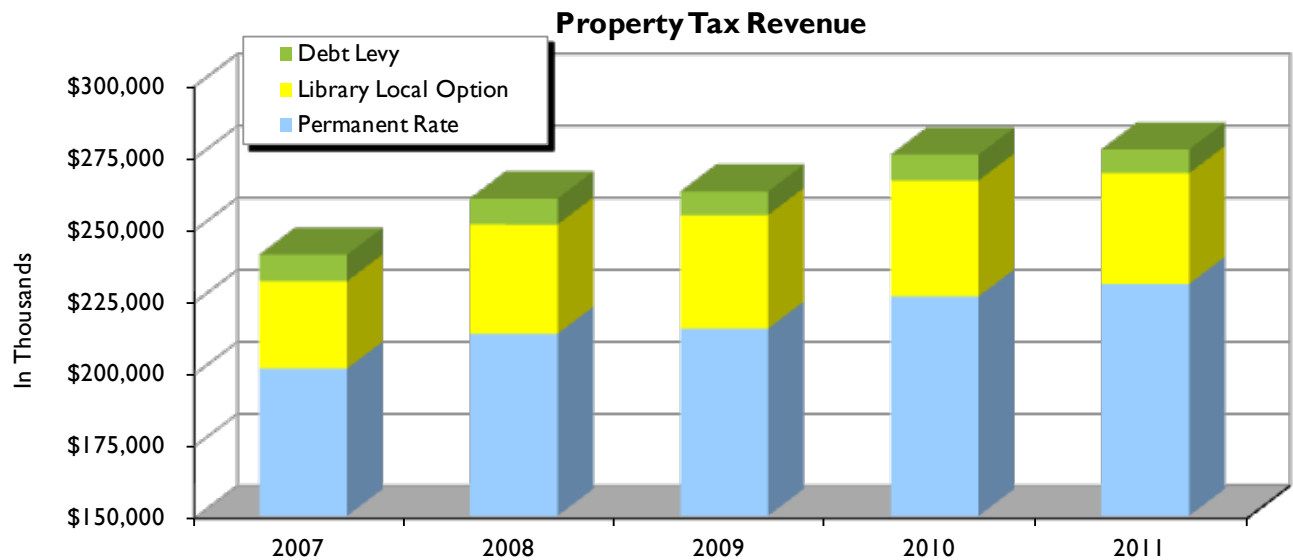
All decisions to levy taxes are made in an atmosphere of intense public and internal debate, particularly with regard to the progressivity of the tax, its administrative cost, its impact on the regional economy, its effect on other local governments, and the degree to which the tax might be acceptable to the public.

The County's tax revenues represent about 40% of the total Governmental Fund Type revenues (General and Special Revenue Funds). The following graphs depict actual tax revenue by source (\$ in thousands). No new taxes are proposed in the FY 2013 budget.

**Other Tax Revenue By Source**



Other Tax Revenue	2007	2008	2009	2010	2011
Business Income Tax	\$57,399	\$65,650	\$42,900	\$44,150	\$48,570
Excise Taxes	\$32,370	\$35,344	\$32,216	\$35,545	\$39,051
Gas Taxes	\$7,212	\$7,468	\$6,945	\$7,147	\$7,116
<b>Total Other Tax Revenues</b>	<b>\$96,981</b>	<b>\$108,462</b>	<b>\$82,061</b>	<b>\$86,842</b>	<b>\$94,737</b>



Property Tax Revenue	2007	2008	2009	2010	2011
Permanent Rate	\$201,160	\$213,236	\$215,034	\$226,189	\$230,518
Library Local Option	\$30,280	\$37,938	\$39,427	\$40,263	\$38,461
Debt Service Levy	\$9,271	\$9,050	\$8,170	\$9,010	\$8,279
<b>Total Property Taxes</b>	<b>\$240,711</b>	<b>\$260,224</b>	<b>\$262,631</b>	<b>\$275,462</b>	<b>\$277,258</b>

## Federal/ State Grant and Foundation Revenues

### Policy Statement

Grants and foundation funds are used, and provide significant leverage, to support an array of County services. All of these revenues are restricted to a specific purpose, such as health and social services or public safety. Reimbursements made to the County as a result of leveraging outside resources are considered to be unrestricted General Fund revenue.

The Board understands that grants and private sources present opportunities and risks. They allow the County to provide basic or enhanced levels of service and to cover gaps in services, but they may also commit the County to serving larger or different groups of clients which would put pressure on County-generated revenues if the grant were withdrawn. When applying for a grant, the Board will consider:

1. Whether the funds are aligned with the County's mission and goals.
2. Opportunities for leveraging other funds to continue the program.
3. The amount of locally generated revenue required to supplement the revenue source.
4. Whether the revenue will cover the full cost of the proposed program, or whether the County is expected to provide program support and administrative overhead. It is the intent of the County to recover all costs related to grant and foundation revenues.
5. The degree of stability of the funding source.
6. Whether decline or withdrawal of the revenue creates an expectation that the County will continue the program.
7. How County programs can maximize revenue support from state or federal sources.
8. Whether the funds are used for pilot or model programs and will result in a more efficient and/or effective way of doing business.

Departments will provide the Board with a notice of intent (NOI) before applying for grant funding (see Administrative Procedure BCC-I).

The Board requires the resources to be used in accordance with any stipulated restrictions and prior to using unrestricted revenues including General Fund appropriations for the same program or purpose.

### Status

The County is in compliance.

### Recovery of Indirect Costs

#### Policy Statement

The Federal government recognizes identifiable overhead costs are incurred in providing services to support grants and contracts. Therefore, the Office of Management and Budget (OMB) establishes principles and standards to provide a uniform approach for determining costs and to promote effective program delivery, efficiency and better relationships between governmental units and the Federal government. The County's indirect cost allocation plan is prepared annually in accordance with OMB guidelines.

It is the policy of the Board to recover from dedicated revenue sources the full cost of programs supported by those sources. .

The exception to the above policy occurs when the grantor agency does not allow the grantee to charge indirect costs or allows only a fixed amount or a maximum indirect cost rate. The Board will have the final authority to accept a grant that does not allow the recovery of all or part of indirect costs. In that event the General Fund will absorb any indirect cost attributable to the program.

#### Status

The County updates the plan annually and the Chief Financial Officer certifies the accuracy of its indirect cost rate proposal and cost allocation plan (for further information, see the General Ledger Indirect Plan website at <http://www.multco.us/finance/cost-allocation-plans>).

### Use of One-Time-Only Resources

#### Policy Statement

Unrestricted one-time-only resources present organizations with temptations that are hard to resist. In the short run it appears more beneficial to allocate such resources to the highest priority public service that would otherwise be unfunded than to restrict them to costs associated with one-time needs and those that will not recur in following years. However, the result of this practice is to expand operational levels and public expectations beyond the capacity of the organization to generate continuing funding. This inevitably produces shortfalls and crises.

Sustaining an ongoing program level by deferring necessary expenditures or by incurring future obligations also inevitably produces shortfalls and crises.

It is the policy of the Board that the County will fund ongoing programs with ongoing revenues, and to restrict the allocation of one-time revenues to non-recurring expenditures.

Examples of one time revenues include:

- Proceeds on the sale of capital assets
- Business Income Taxes collected in excess of budgeted revenues
- General Fund ending fund balance in excess of budgeted balance

When the County budgets unrestricted one-time-only resources, the Board will consider setting these funds aside for reserves or allocating them to projects or programs that will not require future financial commitments. The Board will consider the following when allocating these one-time-only resources:

1. The level of reserves set aside as established by these Financial and Budget policies adopted by the Board.
2. The County's capital needs set out in the five-year Capital Improvement Plan or Information Systems Development Plan.
3. One-time only spending proposals for projects or pilot programs, particularly investments that may result in innovative ideas or technology, long-term efficiencies or savings that do not require ongoing support.
4. Bridge or gap financing for exiting programs for a finite period of time.

#### Status

During budget deliberations the Budget Director is responsible for providing a list of sources and uses of one-time-only funds and informing the Chair and the Board on the recommended use of the funds received. With this information, the Board is able to appropriate and direct one-time-only resources to infrequent and unique expenditures in an effort to achieve compliance with this policy.

### User Fees, Sales, and Service Charges

#### Policy Statement

State and local governments use charges and fees to fund the provision of goods and services. Charges are voluntary payments that are used to finance traditional governmental services. A fee is imposed as a result of a public need to regulate activities, typically related to health, safety or other protective purposes. Fees result in the purchase of a privilege or authorization and are applied to such activities as restaurant inspections, building permits and marriage licenses.

User fees are generally intended to cover all the costs or an agreed upon portion of the costs for providing services. Inflation or increased service delivery can erode the established user fees if the cost of service increases faster than revenue from fee increases.

It is the general policy of the Board that user fees and service charges be established at a level to recover the 100% costs to provide services. Exceptions to this policy will be made depending on the benefit to the user of the service, the ability of the user to pay for the service, the benefit to County citizens, and the type of service provided.

User fees and service charges collected by County agencies will be periodically reviewed. Based on this review, the Chair will make recommendations to the Board regarding proposed changes to fee or service charge schedules.

Revenues generated from sales (and commissions on sales) of goods and services sold in County-owned or leased facilities are to be credited to the County's General Fund unless:

1. They are generated for inmate welfare commissary operations;
2. They are generated in Library facilities used for Library operations;
3. They are generated by internal service providers and offset rates charged to departments; or
4. The Board grants an exception.

#### Status

As part of FY 2013, the Budget Office provided a comprehensive review of fees and charges (more information can be found at <http://www.multco.us/budget/master-fee-schedule>). Departments are generally responsible for ongoing review of fees and charges associated with their operations on an annual basis.

### Budgeted General Fund Reserves

Using all available ongoing revenue each year to pay for ongoing programs can result in fluctuations in program levels as revenues vary from one year to the next. Adding programs in one year (based on positive short term receipts) can cause the same or other programs to be cut in the next year if costs outpace revenues. This has a detrimental effect on service delivery over time, reducing efficiency and causing budgetary and political problems that can be avoided if program decisions are made in the context of the County's long-term financial capacity. The County's General Fund is weighted toward a handful of revenues that make up approximately 90% of total resources. Because the revenue stream is not very diverse, and the major source of General Fund revenue is limited by the State Constitution, it is critical that the County maintain an appropriate level of reserves.

It is a goal of the County to build a more diverse revenue stream. Further, the County may want an additional reserve in order to offset the volatility of or lack of diversity in the revenue stream.

Maintaining an appropriate reserve helps the County maintain its favorable bond rating, which is currently Aaa from Moody's Investors Service for the County's General Obligation bonds. Moody's generally established benchmark for the General Fund Balance or reserve is a dollar amount equal to at least 10% of actual General Fund revenues.

Moody's general guidelines for issuing bond ratings presume that an entity has a sufficiently diverse revenue stream to enable it to sustain adversity of any one of the revenue sources. In addition, the guidelines presume that the entity is not facing future liabilities it will be unable to meet or that it has adopted and followed a plan to address significant known liabilities.

The Board understands that to avoid financial instability, continuing requirements should be insulated from temporary fluctuations in revenues.

It is the goal of the Board to fund and maintain a General Fund budgeted reserve, designated as unappropriated fund balance and funded at approximately 10% of the "corporate" revenues of the General Fund. Corporate revenues are defined as revenues that are available for general use and over which the Board has complete discretion.

Corporate revenues include Property Tax, Business Income Tax, Motor Vehicle Rental Tax, State Revenue Sharing (Cigarette, Liquor, Video Lottery, and Amusement Device Taxes), and Interest Earnings. These revenue sources account for approximately 90% of total General Fund resources excluding Beginning Working Capital.

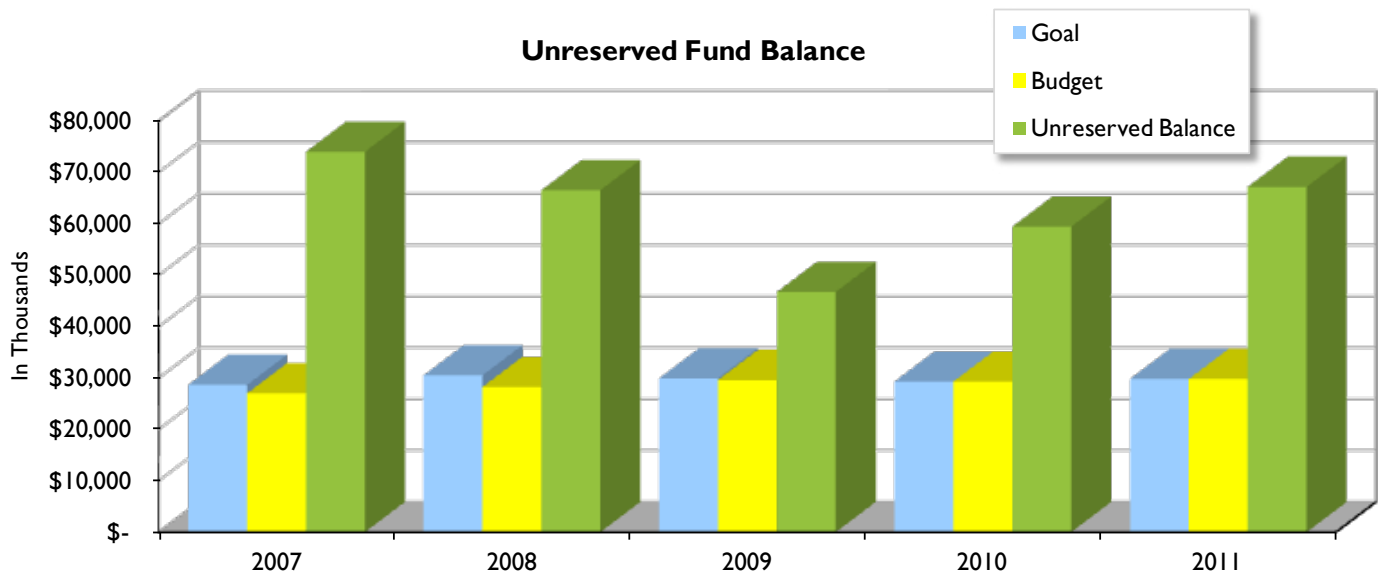
### Policy Statement

### Status

The budgeted reserve account in the General Fund is to be used when overall revenue growth falls below the rate of annual revenue change achieved during the prior ten years. In years when basic revenue growth falls below long-term average growth, the Board will reduce the unappropriated fund balance to continue high priority services that could not otherwise be funded by current revenues. If the reserve account is so used, to maintain fiscal integrity, the Board will seek to restore the account as soon as possible.

The FY 2013 reserves are budgeted at \$32.1 million based on current forecasts.

The following graph shows the reserve goal, budget and actual unreserved fund balance (\$ in thousands). The budgeted reserves do not include funds budgeted in contingency.



General Fund Reserves	2007	2008	2009	2010	2011
Goal	\$28,658	\$30,513	\$29,920	\$29,300	\$29,800
Budget	\$27,000	\$28,250	\$29,600	\$29,300	\$29,800
Unreserved Balance	\$73,988	\$66,514	\$46,714	\$59,415	\$67,177

\* "Growth" is defined as total increase in fiscal year compared to the amount in the prior fiscal year, adjusted for changes in collection method, accrual method, or legislation defining the rate or terms under which the revenue is to be collected.



# General Fund Contingency

## Policy Statement

General Fund contingency transfers have a significant effect on the annual budget process by reducing the amount of ending fund balance that is carried over to the subsequent fiscal year as beginning working capital. Contingency transfers should be reviewed in the context of other budget decisions so that high priority programs and projects are not jeopardized.

The Board understands that in order to avoid financial instability, continuing requirements cannot increase faster than continuing revenues. It is the policy of the Board to establish an emergency contingency account in the General Fund, as authorized by ORS 294.352, each fiscal year during the budget process. The account will be funded at a level consistent with actual use of transfers from contingency during the prior ten years.

To maintain financial stability, the following guidelines should be used by the Board in considering requests for transfers from the General Fund Contingency Account:

1. One-time-only allocations.
2. Contingency funding limited to the following:
  - a) Emergency situations which, if left unattended, will jeopardize the health and safety of the community.
  - b) Unanticipated expenditures necessary to keep a public commitment or fulfill a legislative or contractual mandate, or which have been demonstrated to result in significant administrative or programmatic efficiencies that cannot be covered by existing appropriations.
3. The Board may, when it adopts the budget for a fiscal year, specify programs it wishes to review during the year and increase the Contingency account to provide funding to support those programs if it chooses. Contingency funding of such programs complies with this policy.

## Status

The Budget Director is responsible for informing the Board if contingency requests submitted for Board approval meet the criteria of this policy. In addition, each year the Budget Director will provide an annual report to the Board detailing the prior fiscal year's contingency actions. This report will include the total dollar amount of contingency requests, dollar amount approved, and dollar amount that did not meet the criteria of this policy.

## Capital Asset and Trans- portation Planning Policies

### *Capital Improvement Plan - Facilities and Property Management*

Capital financial management policies demonstrate to the credit rating industry and prospective investors (bond buyers) the County's commitment to sound financial management. Adherence to adopted policies ensures the integrity of the planning process and leads to maintaining or improving bond ratings and lowering the cost of capital.

It is the policy of the Board that the County will attempt to meet its capital maintenance, replacement or acquisition requirements on a pay-as-you-go basis. If the dollar amount of the capital requirement cannot be met on a pay-as-you-go basis, if it is financially beneficial to issue bonds or other debt instruments, and if the project has been determined to benefit future citizens, the County will evaluate the feasibility of issuing a long term debt financing instrument.

Multnomah County owns 76 buildings with a historical cost of approximately \$420 million and an estimated replacement cost of \$910 million. Structural and systems maintenance in the County's capital plan is largely a non-discretionary activity. That is, the question is not whether such expenditures are necessary but in what year to schedule the expenditure on particular projects. Deferral of capital improvements and maintenance creates an unacceptable unfunded liability and contributes to further deterioration of properties. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County Tier I buildings, equivalent to depreciating the facilities over a 50-year period. Only "fire-life-safety" and urgent capital projects will be considered for Tier III buildings, to avoid further investment in these facilities.

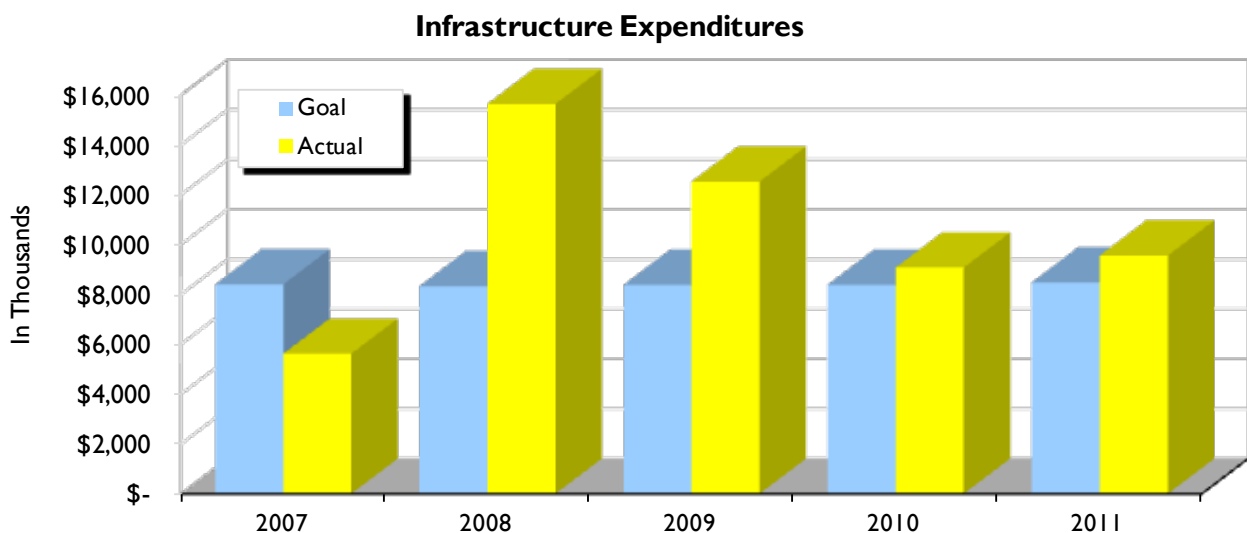
The Facilities and Property Management Division shall maintain an inventory of the capital needs in all owned County facilities. An evaluation process and rating system shall be implemented and managed by Facilities and Property Management to assist in determining which projects to propose for funding each year.

Any remaining balance of the Fund shall be maintained as a long-term reserve.

During the annual budget development process the Director of the Facilities and Property Management (FPM) division is directed to update the five-year Capital Improvement Plan (CIP). The Plan shall provide for and prioritize maintenance projects, anticipated major improvements to County capital assets and any additional and replacement of capital assets. The Plan shall include major construction to be undertaken by the County, regardless of funding source. The Plan will be reviewed and updated annually, and submitted to the Board of County Commissioners as part of the annual budget (see Five Year Capital Improvement Plan).

### Status

The five year CIP is updated and presented to the Board annually. The County is not in compliance with the policy goal to fund capital needs at a rate of 2% of the cost of buildings, but has increased fees charged to tenants in County owned buildings in an effort to reach the goal over time. The following graph depicts the annual infrastructure spending goal and actual expenditures (\$ in thousands). Although the graph appears to show that capital expenditures exceed the goal the excesses from 2008 – 2011 are due to one-time-only expenditures and General Fund transfers. The goal refers to a level of ongoing expenditures.



	2007	2008	2009	2010	2011
Goal	\$8,401	\$8,326	\$8,381	\$8,386	\$8,481
Actual	\$5,618	\$15,639	\$12,525	\$9,074	\$9,559

### *Best Use or Disposition of Surplus Property Policy*

The Board will make the final determination on the best use or disposition of the property identified. When deciding on the best use or disposition of surplus property, the Board will consider that the proceeds from the sale of unrestricted property may be allocated in the following prioritized manner:

1. Credited to the Asset Preservation Fund to provide reserves to meet future capital needs in Tier I facilities.
2. Credited to the Capital Improvement Fund to provide resources for future capital projects, deferred maintenance, or capital acquisition/construction.
3. Retire outstanding debt related to the disposed of or surplus property.
4. Used to increase General Fund reserves to achieve full funding according to these policies.

In addition property may be traded for other properties or may be leased to other agencies in order to provide services or carry out the mission of the County.

### *Transportation Financing*

Multnomah County owns, operates and maintains approximately 300 miles of urban and rural roads and 30 bridge structures, six of which are Willamette River bridges (Sauvie Island, Broadway, Burnside, Morrison, Hawthorne and Sellwood). Ongoing maintenance and improvements to the transportation infrastructure are necessary for economic growth, to alleviate existing transportation problems, and to maintain the livability of the region.

It is the policy of the Board to support statewide and regional funding for transportation-related needs. If state and regional funding is inadequate, the County works with jurisdictions within its boundaries to address the transportation funding needs of local governments.

### *Status*

Multnomah County's Transportation Capital Improvement Plan and Program (CIPP) for 2010 to 2014 was presented to the Board of County Commissioners in May 2011 and an update was provided in April of 2012. This plan identified various capital project needs totaling over \$1 billion.

The Chair and Board continue to raise the awareness of the challenges faced by the County due to the shortfall of transportation revenue. The Board's acceptance of the CIPP forms the basis for the selection and funding of road and bridge projects. They are working with the Regional, State and Federal partners to address transportation funding issues.

More information can be found at <http://web.multco.us/transportation-planning/capital-improvement-plan-and-program>.

### *Information Technology Capital Projects Financing*

Multnomah County owns, operates, and maintains a significant investment in information technology (IT) equipment, software, and infrastructure. Maintaining and upgrading IT infrastructure is increasingly a non-discretionary activity, as County operations grow ever more reliant on information technology to deliver services efficiently.

The Board recognizes that adequate capital equipment replacement and upgrade funding is essential to avoid costly repair, replacement, or failure of major IT capital assets. During the annual budget development process the Director of the Department of County Assets is directed to update a five-year IT Asset Replacement Plan. The Plan shall provide for and prioritize major software projects, anticipated major improvements to County IT assets and infrastructure, and identify any additional replacement of IT assets. The Plan will be reviewed by the IT Advisory Board and updated annually. The plan and associated funding mechanisms shall be reviewed by the IT Advisory Board and approved annually by the Board of County Commissioners during the annual budget process.

### *Status*

The Chief Information Officer will report to the board on the status of the projects during the annual budget process.

### *Insurance Coverage for Large Capital Projects*

In planning for large capital construction projects the County will consider and evaluate all options for providing insurance coverage on the project. Projects that are estimated to cost more than \$90 million may be insured through an Owner Controlled Insurance Program (OCIP). In those cases, the County will conduct a feasibility study in advance of contract negotiations in order to determine whether an OCIP would be beneficial to the project.

## Long-Term Liabilities

### Policy Statement

Governments are required to account for and report on long-term and other liabilities per Governmental Accounting Standards Board (GASB) pronouncements. Long-term liabilities reflect future obligations that have been incurred as a result of required or contractually obligated payments. The County recognizes the need to account for unfunded long-term liabilities and to develop a plan to manage them prudently.

Multnomah County has two long-term liabilities related to the cost of personnel. There are additional long-term liabilities associated with the County's self-insurance programs for liability and worker's compensation.

The County participates in the Public Employees Retirement System (PERS), a cost-sharing, multiple-employer defined benefit pension plan administered by the PERS Pension board. PERS provides retirement, disability, and death benefits to plan members and their beneficiaries. State statutes authorize the State to establish and amend all plan provisions.

The PERS contribution requirements of the County are established and may be amended by the State. It is the policy and practice of the County to pay PERS obligations on an annual, pay-as-you-go basis. The rates assessed by the PERS Board also include an actuarial estimate of the amount required to provide for any unfunded liability that may exist.

The County also has incurred a liability associated with contractually obligated retiree healthcare benefits. This liability, commonly known as Other Post Employment Benefits (OPEB) is the sole responsibility of the County.

### Status

As of December 31, 2010 the County's unfunded PERS liability is approximately \$207 million. If it is determined that the County could realize a present value savings from pre-funding the liability, the Chief Financial Officer may recommend the sale of Pension Obligation Bonds (POBs).

As of January 1, 2011 the County's unfunded OPEB liability is approximately \$155 million. It is the goal of the County to achieve a funding level of 20% of the OPEB liability by the end of fiscal year 2013. The Chief Financial Officer will develop recommendations for funding the liability beyond 2013 and present those for the Board's consideration.

Funding to meet the OPEB, liability insurance, and worker's compensation liabilities is held in the form of reserves in the Risk Management Fund. The reserves are allocated, and reported to the state, by the Chief Financial Officer based on actuarial analysis. Reserves in the fund are considered set asides for the exclusive use of meeting these liabilities. As of June 30, 2011, actuarial liabilities are fully funded with the exception of the OPEB liability which is currently funded at 16.3%.

The following is the June 30, 2010 funding level of each liability (\$ in thousands):

Liability Description	Total Liability	Amount Funded	Percent Funded
Self Insurance (1)	\$12,189	\$12,189	100.0%
Post Retirement (2)	122,605	20,000	16.3%

(1) GASB requires self-insurance claims be recorded as a liability in the financial statements.

(2) GASB requires employer paid benefits extended to retirees be disclosed in the financial statements. Liability reflects the most recent unfunded actuarial accrued liability amount per Mercer actuarial report.

## Other Fund Balances

### Policy Statement

Balances also exist in funds other than the General Fund. These fund balances are held for a variety of purposes. For example, balances in capital project funds may represent the unspent portion of projects approved by the Board in a prior year's budget. Balances may exist in debt service funds to ensure compliance with bond covenants. Other fund balances account for reserves that are held for asset replacement.

The Government Accounting Standards Board (GASB) has developed a statement – known as GASB 54 – that defines how fund balances are assigned for financial reporting purposes. It is the policy of the County to adhere to the GASB 54 guidelines and the following fund balance designations have been established.

- Restricted – for resources constrained on use by externally imposed creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- Committed – for resources constrained on use authorized by the Board of County Commissioners via board resolution or County ordinance. Resources will be committed prior to June 30th and the amount may be determined at a subsequent date.
- Assigned – for constraints on resources reported in the governmental funds outside of the General fund.
- Unassigned – for fund balances not reported in any other category.

Assignment of resources to these categories is reported on the Combining Balance Sheet for each fund in the County's Comprehensive Annual Financial Report (CAFR).

### Status

The County is fully compliant with this policy.



### Internal Service Funds

#### Policy Statement

The purpose of establishing internal service funds is to identify and allocate costs related to the provision of specific goods and services within the County.

Internal Service funds will be used to account for business operations and charge for goods or services provided to other departments or agencies on a cost-reimbursement basis. Periodically the rates charged will be compared to other public or private sector operations to ensure that pricing is competitive. The internal service fund charges will include asset replacement charges (depreciation) to ensure that adequate funds will be available to purchase replacement assets.

The charges may include a contingency or reserve amount not to exceed 10% as recommended in the Auditor's 2011 Financial Condition Report ([http://web.multco.us/sites/default/files/auditor/documents/financial\\_condition\\_report\\_2011.pdf](http://web.multco.us/sites/default/files/auditor/documents/financial_condition_report_2011.pdf)) to ensure that service reimbursements charged to other departments are maintained at a relatively constant level. Rates will be trued up on an annual basis, thereby eliminating excess reserves.

Unreserved fund balances in Internal Services funds will be reported on annually as part of the report to the Board on the Comprehensive Annual Financial Report.

### Investments Banking, Services and Cash Management

#### Policy Statement

Multnomah County maintains an active investment program. In accordance with ORS 294.135, investment transactions are governed by a written investment policy, which specifies objectives, diversification goals, limitations, and reporting requirements. The investment policy sets guidelines for diversification that are more stringent than those allowed by State statute, reflecting the County's strategic preference for a conservative investment approach. The investment policy is ratified annually by the Board of County Commissioners and includes any applicable updates resulting from changes in state statute.

In addition, the County will utilize an independent Investment Advisory Board to review the County's policy and investment performance. Unrecognized gains or losses are recorded in the County's Comprehensive Annual Financial Report (CAFR). The current policy can be found at the following link: [http://web.multco.us/sites/default/files/finance/documents/inv\\_policy.pdf](http://web.multco.us/sites/default/files/finance/documents/inv_policy.pdf)

Banking services shall be solicited at least every five years on a competitive basis. The Chief Financial Officer (or their designee) is authorized to act as the County's "Custodial Officer" responsible for performing the treasury functions of the County under state statute and the County's Home Rule Charter.

Treasury regularly analyzes and monitors the County's cash flow. Cash balances are reported in the Monthly Investment Report prepared by Treasury. Historically, the County's low point for cash occurs prior to the time that Property Tax revenue is received in November. If necessary, and when there is a financial benefit to the County, the Chief Financial Officer may recommend the issuance of short-term, Tax and Revenue Anticipation Notes (TRAN). It is the policy of the County to issue TRANs only when there is a favorable interest rate environment or when internal sources will not cover the projected cash flow shortfall.

#### Status

The County is in compliance with this policy.

# Short-term and Long-term Debt Financings

## Policy Statement

The County is authorized to issue debt under state statute (ORS, 287A) which establishes limits on the amount of debt that may be issued. In addition to the legal debt limits the County has imposed an internal limit on the issuance of debt that is expressed as a percentage of General Fund revenues. It has been the County's policy to issue debt for public projects that provide long-term benefit to County residents. Under no circumstances will the County fund ongoing operations with the proceeds of long-term debt.

1. When issuing debt, the County will follow the Government Finance Officers Association recommended practice of selecting and managing the method of sale. As noted above, debt issuance is limited by state statute. The limit on voter approved, General Obligation Bonds is 2% of the real market value assessed within the County. The limit on all other debt instruments is 1% of the real market value assessed within the County. However, the County further limits non voter- approved debt supported by the County General Fund to an annual debt payment amount that will not exceed 5% of General Fund budgeted revenues. Likewise, debt that is supported by other funds will be limited to 5% of the total revenues of the supporting fund unless dedicated revenue sources are pledged for repayment of debt service. Annual debt service payments should never exceed the minimum level of General Fund reserves, (10% of annual General Fund revenues), providing the County with the ability to meet annual debt payment obligations in the case of severe budgetary challenges. The statutory and General Fund debt limitations are highlighted in the graph below.

Limitation	Basis for Limit	Value of Limit	Debt Capacity
Statutory - GO Bonds	2% of RMV	\$95,354,431,618	\$1,907,088,632
Statutory - All Other	2% of RMV	\$95,354,431,618	\$953,544,316
County Policy	5% of GF Revenue	\$396,896,333	\$245,000,000

2. The different types of financings the County may use to fund its major capital acquisitions or improvements are:
  - General Obligation Bonds (Require voter approval)
  - Full Faith and Credit Obligations
  - Revenue Bonds
  - Capital Lease-Purchases
  - Leases

### Status

Where debt is issued to finance capital projects the term should be limited to the economic life of the financed asset. In general it is the Board's policy that debt issuances not exceed 20 years. However, when market conditions warrant or when a specific asset would have a longer useful life, the Chief Financial Officer may recommend a longer term of issuance.

The Chief Financial Officer regularly reviews and analyzes opportunities to refinance debt. It is the policy of the Board to enter into refinance agreements when net present value savings exceed 3% of the outstanding principal balance. Over the past several years the County has taken an aggressive approach to debt management. All of the current debt issues that could be refinanced have been.

A schedule of the County's outstanding debt obligations as of July 1, 2012 can be found in Volume One in the Summaries tab.

## Interfund Loans

### Policy Statement

An interfund loan is defined as a transfer between funds or fund types within the County for an approved amount and a definite plan of repayment in a specified period of time. Interfund loans are subject to ORS 279.460 and are designed to provide financing resources to address cash flow needs in County operations or capital financing plans. Interfund loans are either operating or capital and shall meet the requirements noted below:

- An Operating Interfund Loan is a loan made for the purpose of paying operating expenses.
- A Capital Interfund Loan is a loan made for the purpose of financing the design, acquisition, construction, installation, or improvement of real or personal property and not for the purpose of paying operating expenses.

Interfund loan requests must be reviewed and approved by the County's Chief Financial Officer and Budget Director prior to taking a request for authorization to the Board of County Commissioners. Interfund loans must be authorized by a resolution of the Board of County Commissioners, which shall state the fund from which the loan is to be made, the fund to which the loan is to be made, the purpose and intent for which the loan is made, the principal amount of the loan, the interest rate at which the loan shall be repaid (if applicable), and shall include a schedule for repayment of principal and interest. In addition, interfund loans:

1. Shall not be made from reserve funds, debt service funds, or any other funds restricted by law, constitutional provisions, bond covenants, grantor requirements, Board resolutions or ordinances, unless the restrictions on these funds allow for the purpose of the interfund loan.
2. Shall be granted only after it has been demonstrated that reasonable consideration was given to other potential resources available to the fund and when the loan is required to meet a pressing need or to take advantage of a special opportunity.
3. Shall not exceed 10 years in duration for any capital interfund loan; shall not extend beyond the end of the next fiscal year for any operating interfund loan.
4. May be made only if there is a likely expectation that the fund receiving the loan will have the ability to repay it. If not, the use of an interfund transfer should be considered if appropriate.
5. May be repaid in advance without any additional accrual of interest (if applicable) or any other penalties.
6. Must be made in compliance with all other statutory requirements and limitations of ORS 294.460.

# Glossary of Terms

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Although the goal of the County's budget is to provide information that is concise and understandable; the complexities of public finance and Oregon State Budget law can be confusing for those not familiar with the budget process. The Glossary contains many of the key words and terms used in the County's budget to help the reader.

Following the Glossary of Terms there is a list of acronyms most commonly used by Multnomah County.

## -A-

**Accrual Basis.** Method of accounting in which revenue is recorded when measurable and earned, and expenses are recognized when a good or a service is used.

**Adopted Budget.** Financial plan adopted by the Board of County Commissioners for the fiscal year that forms the basis for appropriations.

**Ad Valorem Tax.** A property tax computed as a percentage of the value of taxable property. Based on the Assessed Value.

**Advance Refunding.** Advance refunding means selling new bonds, all or part of which are to be used to pay an outstanding bond one year or more after the advance refunding bond is issued and before any right to call or otherwise retire the old bond issue arises.

**Appropriation.** Authorization for spending a specific amount of money for a specific purpose during a fiscal year. The appropriation can be changed during the year by board transfer, grants or the supplemental budget.

**Approved Budget.** The budget that has been approved by the Board of County Commissioners.

**Assessed Value.** The value set on real and personal taxable property as a basis for levying taxes. It is the lesser of the property's maximum assessed value (the value that grows by 3 percent) or real market value.

**Assessment Date.** January 1. The date on which the real market value of property is set.

**Audit.** The review and appraisal of the County's accounts and fiscal affairs conducted by an accountant. A report is issued by the auditor expressing an opinion about the financial statements and compliance with requirements.

## -B-

**Balanced Budget.** Oregon Administrative Rule requires jurisdictions within Oregon to propose and adopt balanced budgets. According to the State of Oregon, definition a balanced budget is an estimate of expenditures and resources whereby total resources in a fund equal the total expenditures and requirements for that fund, and the total of all resources equal the total of all expenditures and all requirements for all funds of the jurisdiction.

**Basis of Accounting.** Means the cash basis, the modified accrual basis or the accrual basis.

**Beginning Working Capital.** An accounting term used to describe financial resources that are available in the current fiscal year because they were not expended in the previous fiscal year.

**Board of Commissioners.** As set forth in the Multnomah County Home Rule Charter, the Board of County Commissioners consists of four members, elected by district and a chair elected countywide for a four year term, who are devoted full-time to County's business.

**Bond.** A written promise to pay a specified sum of money (called the face value or principal amount), at a specified date or dates in the future, called the maturity date(s), together with periodic interest as a

# Glossary of Terms

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specific rate. Bonds issued by state governments or municipalities are generally exempt from tax.

**Bonded Debt** (“local improvement”). Borrowed monies for a capital construction project, approved by voters to be repaid by a tax levy.

**Budget.** Basis of the legal authorization for the expenditure of funds. A written plan of financial operation for estimating expenditures for one year, and the proposed means of financing the estimated expenditures. Must include a balanced statement of actual revenues and expenditures during each of the last two years, estimated revenues and expenditures for the current and upcoming year.

**Budget Committee.** Fiscal planning board of a local government, consisting of the five Commissioners authorizes the maximum for the tax levy.

**Budget Cycles.** The various developmental stages: REQUESTED (prepared by departments), the PROPOSED (prepared by County Chair), APPROVED (adjusted by the Board) and ADOPTED (adjusted/approved by the Board).

**Budget Director’s Message.** Written explanation of the budget and the local government’s financial priorities.

**Budget Officer (Director).** Person designated to assemble budget material and information and to physically prepare the proposed budget.

**Budget Period/Fiscal Year.** A 12-month period from July 1 through June 30 to which the annual operating budget applies.

## -C-

**Capital Outlay.** Items which have a useful life of one or more years and exceed \$5,000 such as machinery, land, furniture, equipment, or buildings.

**Capital Project.** Any major repair, renovation or replacement of a current fixed asset that extends the useful operational life by at least five years or expands the capacity of an existing facility. Also includes construction of a new asset with a useful operational life of at least five years including roads, bridges, parks, marinas, and buildings.

**Capital Projects Fund.** A fund used to account for resources, such as bond sale proceeds, to be used for major capital purchase or construction projects. May be used for one or more projects.

**Cash Basis.** System of accounting under which revenues are accounted for only when received in cash, and expenditures are accounted for only when paid.

**Categories of Measure 5 Limitation.** The three categories in which taxes on property are placed before the constitutional limits can be tested: Education, General Government, Excluded from Limitation.

**Certificates of Participation.** Financing in which an individual buys a share of the lease revenues of an agreement made by a municipal or governmental entity, rather than the bond being secured by those revenues. This form of financing can be used by the municipal or government entity to circumvent restrictions that might exist on the amount of debt they might be able to take on.

**Compression Loss.** The difference between property taxes actually imposed in a given year and property taxes that would have been imposed if Measure 5 limits did not exist. See Measure 5.

**Classification.** A group of personnel positions which are enough alike in duties, authority, and responsibilities to require the same qualifications and the same pay for all positions in the group.

**Constraint.** Used in budgeting, a limitation set on the amount of General (or other funds) that may be used by a program or department in a given fiscal

# Glossary of Terms

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year. Multnomah County sets a *constraint* on the amount of General Fund that departments may plan for.

**Contingency.** An estimate in an operating fund for unforeseen spending that may become necessary.

**Contracted Services.** Expense of services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

**Current Assets.** Assets available to finance current operations or to pay current liabilities.

**Current Liabilities.** Liabilities due within one year.

**Current Year.** The fiscal year in progress.

## -D-

**Debt Service Fund.** A fund established to account for payment of general long-term debt principal and interest.

**Discretionary Revenue.** Revenue not dedicated or restricted for a specific purpose. Local governments can spend these funds on any activity.

**Double Majority.** A term that refers to an election where at least 50 percent of the registered voters eligible to vote in the election cast a ballot and more than 50 percent voting approve the question.

## -E-

**Employee Benefits.** Amounts paid on behalf of employees; these amounts are not included in the gross salary. They are fringe benefit payments, and, while not paid directly to employees, they are part of total compensation. For example, health and life insurance, social security taxes, workers' compensation, and unemployment insurance.

**Efficiency Measure (Productivity).** Efficiency measurement is a method for examining how effectively a program is performing the activities it is doing. This is an indicator that measures the cost of resources (e.g., in dollars, FTE, employee hours, time, etc.) per unit of output (e.g., per repair, per case, etc.).

**Encumbrance.** An obligation chargeable to an appropriation and for which part of the appropriation is reserved.

**Enterprise Fund.** A fund established to account for operations that are financed and operated in a manner similar to private business enterprises.

**Expenditures.** Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis.

## -F-

**Fiduciary Fund.** Fiduciary funds are used to account for resources held for the benefit of parties outside the County.

**Financial Forecast.** Report prepared by the budget office that provides annual estimates of the revenues and expenditures for several years. The forecast uses both short and long-term forecasts to plan for the General Fund.

**Fiscal Year.** A 12-month period from July 1 through June 30 to which the annual operating budget applies.

**FTE.** Full Time Equivalent. The equivalent of one employee working full-time for one year.

**Full Faith and Credit.** A pledge of the general taxing power of a government for the payment of a debt obligation. See General Obligation Bonds.

**Fund.** A fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes, all segregated for specific, regulated activities and objectives. Fund types include: general, special revenue,



debt service, capital projects, special assessment, enterprise, internal service, trust and agency, and reserve.

**Fund Balance.** The excess of assets of a fund over its liabilities and reserves during a fiscal year. Also called Beginning Working Capital (BWC).

### -G-

**GASB.** Governmental Accounting Standards Board (GASB) establishes and improves standards of state and local governmental accounting and external financial reporting.

**General Fund.** A fund used to account for most fiscal activities except for those activities requiring to be accounted for in another fund. Consists of discretionary and dedicated revenues.

**General Ledger.** Financial accounting system for recording and reporting actual expense and revenue activity.

**General Obligation Bond.** A common type of municipal bond backed by the credit and taxing power of the issuing jurisdiction rather than the revenue from a specific project. General obligation bonds are secured by the government's pledge to use legally available resources, including tax revenues, to repay bond holders. No assets are used as collateral.

**Grant.** Donation or contribution of cash or other assets to government from a third party, to be used or spent for a specified purpose, activity, or facility.

### -H-

**Home Rule Charter.** Voter-approved charter amendment that grants Multnomah County the authority to make its own laws.

### -I-

**Indirect Charges.** Administrative costs incurred by centralized activities and charged back to funds. Administrative costs include general administration, human resources, legal services, payroll and finance.

**Input Indicator.** Reports amount of resources such as financial, personnel, material that are devoted to a program. Financial and personnel data are the most common input measures.

**Interfund Loans.** Loans made by one fund to another. Loans must be repaid by the end of the ensuing year.

### -L-

**Levy.** Amount or rate of ad valorem tax certified by a local government for the support of governmental activities.

**Liabilities.** Debt or other legal obligation arising from transactions in the past which must be liquidated, renewed, or refunded at a future date; does not include encumbrances.

**Line-item Budget.** The traditional form of budgeting where proposed expenditures are based on individual objects of expense within a department or division.

**Local Government.** Any city, county, port, school district, community college, public or quasi-public corporation commission operated by a separate board or commission; a municipality.

**Local Option Tax.** Voter approved temporary taxing authority that is in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose or capital projects. They are limited to five years unless they are for a capital project, then they are limited to the useful life of the project or 10 years, whichever is less.

### -M-

**Mandates.** Activities required to be performed by local government. Requirements are legislated by state and federal government.

**Maximum Assessed Value (MAV).** The maximum taxable value limitation placed on real or personal property by the constitution. It can increase a maximum of three percent each year. The three percent limit may be exceeded if there are qualifying improvements made to the property, such as a major addition or new construction.

**Measure 5 Constitutional Limits.** In 1990, Oregon voters passed Measure 5 which established the maximum amount of tax on property that can be collected from an individual property in each category of limitation. (Art. XI, sect. I I b, Or Const.). Property taxes dedicated for schools were capped at \$15.00 per \$1,000 of assessed value, and gradually lowered to \$5. Property taxes for other purposes were capped at \$10 per \$1,000.

**Measure 50.** In 1997, Oregon voters passed Measure 50, a revision of Measure 47 passed the prior year. These measures fundamentally changed the Oregon property tax system. Each jurisdiction was assigned a permanent tax rate limit. In addition, the assessed value of each property was reduced to FY 1998 and future increases in assessed value were capped. See Assessed Value and Permanent Tax Rate.

**Modified Accrual Basis.** Method of accounting where revenues and other financial resource increments, such as bond proceeds, are recognized when they become susceptible to accrual, that is, when they become both measurable and available (collectible) to finance expenditures for the current period.

### -O-

**OAR.** Oregon Administrative Rule. Written to clarify Oregon law. Has the authority of law.

**ORS.** Oregon Revised Statute. Oregon laws established by the legislature.

**Object Classification.** A grouping of expenditures, such as personal services, materials and services, capital outlay, debt services, and other types of requirements.

**Obligations.** The amounts of orders placed, contracts and subgrants awarded, goods and services received, and similar transactions during a given period that will require payment during the same or a future period.

**Operating Rate.** The rate determined by dividing the local government's operating tax amount by the estimated assessed value of the local government. This rate is needed when a local government wants to impose less tax than its permanent rate will raise.

**Ordinance.** A formal legislative enactment by the governing board of a municipality.

**Organizational Unit.** Any administrative subdivision of the local government, especially one charged with carrying on one or more specific functions, such as a department, office or division.

**Outcome Measure (Results).** Designed to report the results of the service. It can often be described as a short-term (e.g., successful treatment completion), intermediate term (e.g., success by 3 or 6 months), or long-term outcome (e.g., 1 year or more). There should be a logical connection from outputs to meaningful outcomes, with activities supporting the results in a sequential fashion.

**Output Measure.** The most common type of indicator found in most performance measurement systems and reports the number units produced or services provided by the program. It describes the

activities that a program has completed, but not necessarily their results. Data are typically reported as numbers and not percentages.

### -P-

**Payroll Expenses.** Health and accident insurance premiums, Social Security, retirement contributions, workers' compensation and unemployment taxes are examples.

**Performance Management.** Using performance measurement information to help set performance goals; allocate and prioritize resources; inform managers to either confirm or change current policy or program direction to meet those goals; and report on the success of meeting those goals.

**Performance Measurement.** Process of developing meaningful, objective indicators that can be systematically tracked to assess progress made in achieving predetermined goals. Only after the development of meaningful measures and matched with regular review and use is an organization able to move to performance management.

**Permanent Rate Limit.** The maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate limit can be used for any purpose. No action of the local government can increase a permanent rate limit.

**Program Budget.** A budget based on programs of work or projects.

**Program Evaluation.** Systematic collection of information about activities, characteristics and outcomes of programs to make judgments about the program, improve program effectiveness and/or informed decisions about future programming. The application of scientific research methods to estimate how much observed results, intended or not, are caused by program activities.

**Program Offer.** A proposal from a department(s) that is submitted to County Commissioners. The offer states the services to be provided, the performance expectations, and the cost.

**Property Taxes.** Ad valorem tax certified to the County Assessor by a local government unit.

**Proposed Budget.** Financial and operating plan prepared by the County Chair. It is submitted to the public for review and the Board of County Commissioners for approval.

### -Q-

**Quality Measure.** Reflects effectiveness in meeting customer expectations. Measures include reliability, accuracy, courtesy, competence, responsiveness, and completeness associated with the product or service. Customer satisfaction reflects the degree to which the customer's expectations of a service are met/exceeded. Lack of quality can also be measured.

### -R-

**Real Market Value (RMV).** Amount of cash which could reasonably be expected by an informed buyer acting without compulsion, in an "arms-length" transaction during the taxing period for the property.

**Receipts.** Cash received unless otherwise qualified.

**Requirement.** Sum of all appropriated and unappropriated items in a fund. Total requirements must always equal total resources in a fund.

**Reserves.** General reserves are the unappropriated ending fund balance maintained at an equivalent of 10% of the corporate revenues (see Financial Policies). These are the resources maintained to ensure the future financial stability of the County.

**Reserve Fund.** Established to accumulate money for a specific purpose, such as purchase of new equipment.

# Glossary of Terms

fy2013 adopted budget

**Resolution.** A formal order of a governing body; lower legal status than an ordinance.

**Resource.** Estimated beginning funds on hand plus anticipated receipts. See Revenues.

**Revenues.** Money received or anticipated by a local government from either tax or non-tax sources.

## -S-

**SB 1145.** In 1995, the legislature passed Senate Bill 1145, which transferred management of offenders sentenced for 12 months or less to the counties, effective January 1, 1997.

**SB 400.** In 2007, the legislature passed Senate Bill 400 which made safety and staffing a mandatory subject of bargaining for public safety employees.

**Serial Levy.** A voter approved tax levy for a specific purpose, over a specific time no greater than five years, and for a specified maximum amount.

**Special Revenue Fund.** A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for specific purposes.

**Supplemental Budget.** A financial plan prepared after the regular budget has been adopted to meet unexpected needs or to spend revenues not anticipated when the regular budget was adopted.

## -T-

**Tax.** Any charge imposed by a governmental unit upon a business, property or upon a property owner.

**Tax Levy.** Total amount of taxes imposed by a local government unit.

**Tax on Property.** Tax, fee, charge or assessment imposed by a government unit upon property or upon a property owner as a direct consequence of

ownership except charges and assessment for local improvements.

**Tax Rate.** The amount of tax stated in terms of a unit of tax for each \$1,000 of assessed valuation of taxable property.

**Tax Roll.** The official list showing the amount of taxes levied against each property.

**Transfers.** Amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

**Trust Fund.** A fund used to account for fiscal activities of assets held in trust by a government.

## -U-

**Unappropriated Ending Fund Balance.** Amount set aside in the budget to be used as a cash carryover to the next fiscal year or period budget. It provides the local government with cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency.

**Unappropriated Reserves.** The unappropriated ending balance is called a "requirement", not an expenditure. The law specifically requires the unappropriated ending fund balance to become a budget resource in the next fiscal year (cash balance). During a current year, unappropriated funds are not available under *any* circumstance.

**Unincorporated Area.** The areas of the County outside city boundaries.

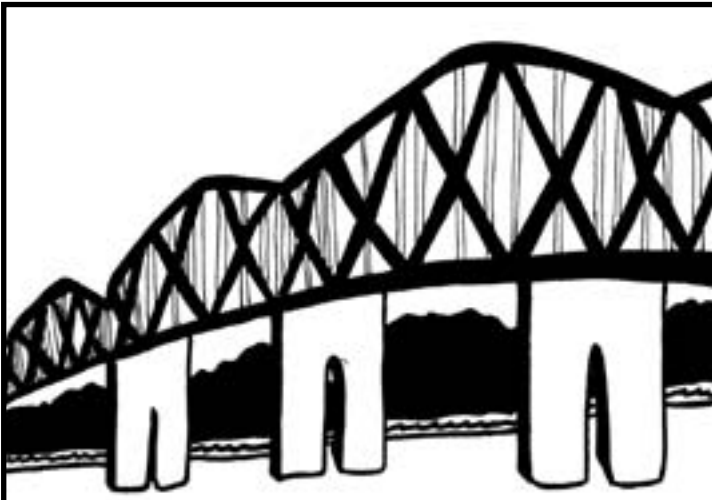
## -W-

**WebTool.** An internet-based program offer input template for use with the Multnomah County Budgeting Process.

## Acronyms

AA	Affirmative Action	HD	Health Department
ADA	American Disabilities Act	HR	Human Resources
AOC	Association of Oregon Counties	ITAX	Multnomah County Temporary Personal Income Tax (2003-2005)
ARRA	American Recovery Reinvestment Act	IGA	Intergovernmental Agreement
BCC	Board of County Commissioners	ISR's	Internal Service Rates
BIT	Business Income Tax	LIB	Library
BWC	Beginning Working Capital	LID	Lightening Improvement District
CAFR	Comprehensive Annual Financial Report	LPSCC	Local Public Safety Coordinating Council
CAP	Climate Action Plan	M&S	Materials and Supplies
CATC	Crisis Assessment and Treatment Center	MCDC	Multnomah County Detention Center
CBAC	Citizen Budget Advisory Committee	MCIJ	Multnomah County Inverness Jail
CCFC	Commission on Children Families and Communities	MCSC	Multnomah County Sheriff's Office
CDC	Center for Disease Control	MWESB	Minority/Women-Owned Emerging Small Business
CFO	Chief Financial Officer	METRO	Portland Metropolitan Regional Government
CIC	Citizen Involvement Commission	MVRT	Motor Vehicle Rental Tax
CIP	Capital Improvement Plan	NACo	National Association of Counties
COLA	Cost of Living Allowance	NOI	Notice of Intent
COO	Chief Operating Officer	NOND	Nondepartmental
CPI	Consumer Price Index	OAR	Oregon Administrative Rules
CPI-W	Consumer Price Index for Urban Wage Earners and Clerical Workers	OHP	Oregon Health Plan
CRC	Charter Review Commission	OHS	Oregon Historical Society
DA	District Attorney	OPEB	Other Post Employment Benefits
DCA	Department of County Assets	OPSRP	Oregon Public Services Retirement Plan (successor to PERS)
DCHS	Department of County Human Services	ORS	Oregon Revised Statutes
DCJ	Department of Community Justice	OTO	One Time Only
DCM	Department of County Management	PDC	Portland Development Commission
DCS	Department of Community Services	PERS	Public Employees Retirement System (succeeded by OPSRP)
EIS	Environmental Impact Statement	RACC	Regional Arts and Culture Council
FTE	Full-Time Equivalent Employees	SUN	Schools Uniting Neighborhoods
FY	Fiscal Year	TAN	Tax Anticipation Note
GAAP	Generally Accepted Accounting Principles	TIF	Tax Increment Financing
GASB	Generally Accounting Standards Board	TSCC	Tax Supervising Conservation Commission
GFOA	Government Finance Officer's Association	UGB	Urban Growth Boundary
GO	General Obligation Bond	UR	Urban Renewal





BROADWAY BRIDGE



1925 SELLWOOD BRIDGE



HAWTHORNE BRIDGE

# FY 2013

## ADOPTED BUDGET

### VOLUME 2

Community Justice  
Community Services  
County Assets  
County Management  
District Attorney's Office  
Sheriff's Office

*Multnomah County*

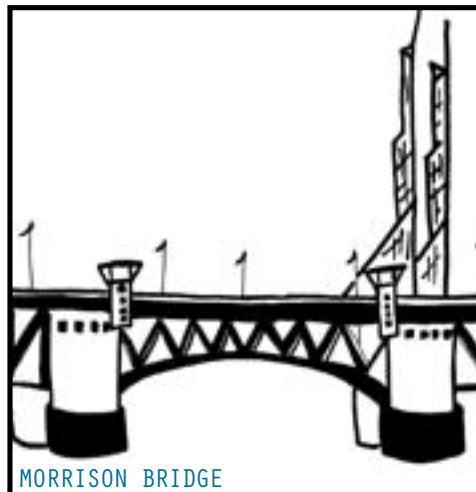


BURNSIDE  
BRIDGE

**BIG & AWESOME BRIDGES of MULTNOMAH COUNTY**  
ARTWORK BY STUDENTS OF THE SABIN/ACCESS ART PROJECT



SAUVIE ISLAND BRIDGE



MORRISON BRIDGE

## *About our cover*

Local elementary school students in the Sabin/ACCESS Art Project created the art on the cover. These and other drawings are featured in *The Big & Awesome Bridges of Portland & Vancouver—A Book For Young Readers*. The book, by Sharon Wood Wortman and Ed Wortman, and edited by Edith Fuller, will be used to teach about bridges in our region.

The artists are Anna Dreher, age 8 (Broadway Bridge), Susan McHarris, age 8 (Burnside Bridge), Emrie Langfeldt, age 8 (Morrison Bridge), Youki limor, age 10 (Hawthorne Bridge), Jessica Yang, age 11 (Sellwood Bridge), and Molly Peterson, age 9 (Sauvie Island Bridge).

For more information, visit [www.pdxbridgefestival.org](http://www.pdxbridgefestival.org) and/or <http://www.bridgestories.com>.

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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

### What Makes a Good Program Offer

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.

### Program Offer Description

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

### Performance Measures

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.

**Climate Action Plan** - In 2009, Multnomah County adopted the Climate Action Plan (CAP), a comprehensive framework for reducing greenhouse gases and preparing County operations and the community for climate change impacts in the region. If a program contributes toward achieving a Climate Action Plan goal, the check box for Climate Action Plan (CAP) is marked on the program offer. The program offer will also include a description of the particular action the program addresses in the “program description” text box in the program offer.

### *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:

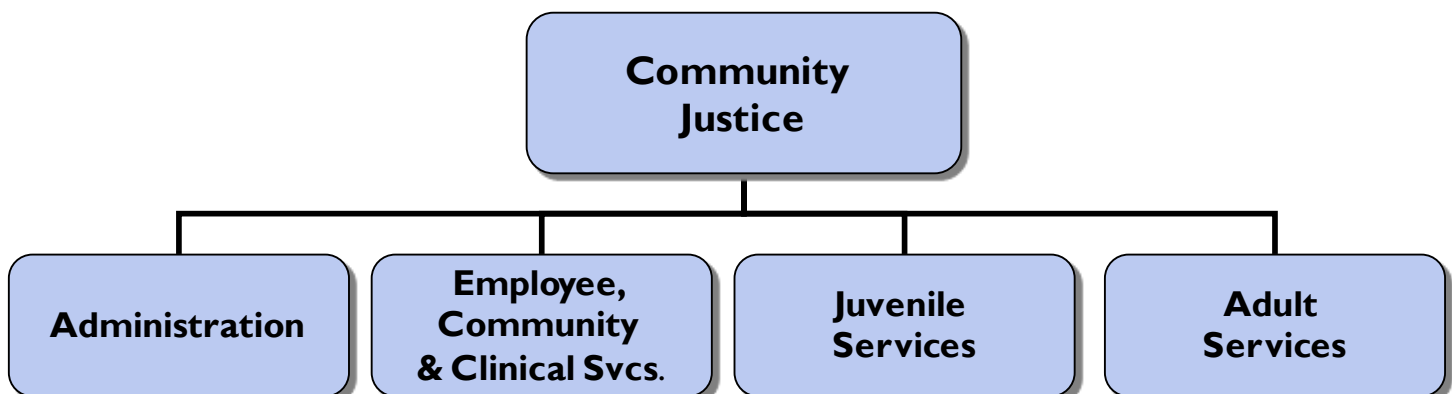
- The Base Level of Service - Program "A" is the base level of service that can be provided while still delivering the expected results. In the example above, the base level of service would be 100 beds.
- Increments of Service - Program "B and beyond" represent incremental levels of service that buy 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 our public safety and the strength of our communities. We intervene to prevent the recurrence of crime among juvenile and adult defendants and offenders by supervising them and helping them to change problem behavior. We provide supervision, sanctions, and treatment resources to youth, adults, families, and communities to address the underlying problems that drive crime. DCJ organizes our operations and aligns our 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 cost-effective 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.

We actively manage our limited time and resources in order to maximize services provided to the public. We are dedicated to continuous improvement throughout the department by collecting, analyzing and utilizing performance data. We consult evidence-based practices in our policy and program development. We make long-term investments in our employees through the provision of education and training. We believe that in order to enhance public safety we must work in collaboration with the courts, law enforcement, schools, treatment agencies, and the community.





### Budget Overview

The FY 2013 budget for the Department of Community Justice is \$84.6 million with 499.55 FTE. Roughly two-thirds, or \$55.9 million, of the budget comes from the County General Fund with the remaining one-third, or \$28.7 million, coming from other funds. From FY 2012 to FY 2013 the total departmental budget decreased 2.6%, or \$2.2 million, and FTE decreased 5.6%, or 29.43 FTE.

The year over year change from the FY 2012 adopted budget for the General Fund plus the Video Lottery Fund is an increase of \$3.1 million and 8.07 FTE. Other funds decreased \$5.4 million with a reduction of 37.51 FTE. In FY 2012, due to the uncertainty of the State budget, DCJ waited until after the State adopted their budget to take any funding reductions. During the FY 2012 approved State rebalance, DCJ's state funding was reduced by \$3.0 million, though \$2.0 million was backfilled with one-time only and ongoing General Fund for FY 2012. Two programs were discontinued from FY 2012 to FY 2013: 50013 Adult Prostitution Alternatives Program-City Funding (\$250K) and 0.00 FTE, 50039 - Adult Recovery Management Center (\$596K) and (6.50) FTE.

In FY 2012 a significant accounting change occurred moving funds out of the General Fund and into the Video Lottery Fund. In FY 2013 \$2.3 million and 24.15 FTE were moved from the General Fund to the Video Lottery Fund.

New Programs in FY 2013:

- 50004 Victims Unit- \$248,898 and 2.00 FTE
- 50025B Juvenile Sex Offender Treatment- \$225,000 and 0.00 FTE. This program was previously administered by County Human Services.
- 50059 Facilities Transition- \$122,115 and 0.00 FTE
- 50061 ASD State Funding Bridge- \$508,265 and 0.00 FTE

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

<b>Budget Trends*</b>		<b>FY 2012</b>	<b>FY 2012</b>	<b>FY 2013</b>	
	<b>FY 2011</b>	<b>Current</b>	<b>Adopted</b>	<b>Adopted</b>	
	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>	<b>Budget</b>	<b>Difference</b>
Staffing FTE	516.55	519.51	528.98	499.55	(29.43)
Personnel Services	\$51,038,505	\$52,135,283	\$53,512,332	\$51,462,008	(2,050,324)
Contractual Services	16,564,350	17,332,015	18,510,662	18,391,274	(119,388)
Materials & Supplies	13,227,310	14,665,550	14,774,224	14,697,213	(77,011)
Capital Outlay	0	0	11,000	11,000	0
<b>Total Costs</b>	<b>\$80,830,165</b>	<b>\$84,132,848</b>	<b>\$86,808,218</b>	<b>\$84,561,495</b>	<b>(2,246,723)</b>

\*Does not include cash transfers, contingencies or unappropriated balances.

## Successes and Challenges

The Department of Community Justice has seen many successes over the past year. We expanded our electronic monitoring services and we now have more adult and juvenile offenders on GPS/electronic monitoring than ever before. We expanded our mobile workforce pilot by increasing the number of staff teleworking, providing access to new equipment and technology, and developing a network of community drop-in sites. We developed a department-wide Continuous Quality Improvement Plan which is essential to our monitoring our adherence to the goals of our Strategic Plan that was published in FY 2011. We automated the Release on Your own Recognizance (Recog) interview form which not only streamlined DCJ operations but also benefitted our public safety partners.

In our Juvenile Services Division, we held a nationwide search for a new Assistant Director which resulted in over 80 applicants. We continue to reach milestones in our implementation of the Functional Family Probation (FFP) case management model. Approximately, 60 staff members have been trained on the model and 31 are continuing on to participate in fidelity exercises to assure adherence to evidence-based practice (EBP).

In our Adult Services Division, we found successful approaches to re-entry through the Reentry Enhancement Coordination Program (REC) program. Our preliminary outcomes helped to extend our grant award provided through the Oregon Criminal Justice Commission. We also had four training cohorts or 133 staff trained in the EPICS (Effective Practices in Community Supervision) case management model. We are already beginning to see subsequent changes in officer sanctioning and treatment referral practices. The progress being made in EPICS and FFP is a success for FY 2012 but also an ongoing challenge in FY 2013. As we continue to move forward in the implementation of EBP, we discover the need for new policies, procedures and alternative ways of doing business.

Additional challenges facing DCJ in FY 2013 include the escalation of gang violence and the increased number of gang-affected adults and juveniles on supervision. The recent loss of Federal grant money (STRYVE) and other funding opportunities (OJJDP Comprehensive Gang Model grant) has been a setback to deepening the coordination of our public safety partners. We will continue to find ways to collaborate with county, city and community-based providers.

Lastly, it is critical that DCJ begin succession planning in FY 2013. Already, we have begun to experience a loss of important institutional knowledge with personnel changes in our technology services. Projections indicate substantial losses in our senior management and executive management teams. Careful planning and strategic use of professional development opportunities will be key to DCJ navigating the staffing challenges ahead.

### Diversity and Equity

The Department of Community Justice (DCJ) has made a long-term commitment to achieving organizational cultural competence which supports a diverse and equitable workplace. We move forward through the efforts of several active committees and workgroups, including our Cultural Competency Steering Committee, Community and System Change Workgroup, CSEC workgroup, and the Cultural Diversity Committee operating in the juvenile detention center.

DCJ invests in our employees and their professional development in the areas of diversity and equity. As part of our efforts to implement evidence-based practices, all case carrying staff members receive training in cultural responsiveness. In the last fiscal year (FY 2011), our employees have participated in over 50 internal and external trainings that promoted diversity, equity and responsiveness. Additionally, three DCJ employees who were accepted into the Multnomah County Leadership Training chose to focus their stretch assignments on improving diversity and equity within our organization. Our current and future employees also benefit from the efforts of our human resources team which continually reviews and addresses the potential for adverse impact at each step in the hiring and recruitment process.

The DCJ Equity Inventory details many of our recent accomplishments in this area. Highlights include: the development of policies and support materials to assist DCJ employees in meeting client needs for language interpretation; the translation of our Victims Handbook, cultural programming for youth in detention, new community partnerships (such as the Community Healing Initiative) providing adult and juvenile clients with culturally specific services.

### Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
Director's Office	\$9,468,910	\$0	\$9,468,910	29.20
Employee, Community and Clinical Services	9,903,986	1,240,712	11,144,698	18.20
Juvenile Services	17,040,159	7,935,718	24,975,877	167.70
Adult Services	<u>19,462,108</u>	<u>19,509,902</u>	<u>38,972,010</u>	<u>284.45</u>
<b>Total Community Justice</b>	<b>\$55,875,163</b>	<b>\$28,686,332</b>	<b>\$84,561,495</b>	<b>499.55</b>

### Director's Office

The Department of Community Justice (DCJ) Director's Office provides departmental leadership and additional support through the Business Services team and the Business Applications and Technology team. These areas work together to help sustain a progressive environment that values evidence-based practices and data-driven decision making. 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 has guided policies that have reduced crime, promoted rehabilitation, reduced spending and reduced racial and ethnic disparities in the juvenile justice system. Business Services works with DCJ programs to ensure that they have the resources they need to get to the results we want. Through a collaborative partnership with our divisions, we provide support to 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 the effectiveness of DCJ staff and improve the delivery of services to our clients, monitors use of technology to obtain maximum benefits, and increases the use and understanding of data for decision making. We collaborate with partner agencies to develop system-wide technology solutions and share and exchange data.

### Significant Changes

In FY 2013, the Director's Office is establishing a victim services unit to help fulfill our department's commitment to supporting the rights and needs of crime victims in our Strategic Plan. This unit will be initially comprised of 2.00 FTE (a new Program Specialist Position and the transfer of one OA Senior from another program). As part of a span of control review, the Director's Office eliminated 1.00 FTE Community Justice Manager from the Business Applications and Technology team.

### Employee, Community and Clinical Services

The Department of Community Justice (DCJ) Employee, Community and Clinical Services (ECCS) division provides administrative support to both the Juvenile and Adult Services Divisions. ECCS hires qualified, ethical people and provides training programs for employees to enhance skills specific to working with a diverse offender population. ECCS works with management and members of three different unions to hold employees accountable. ECCS also plays a critical role in holding programs and services accountable. This is accomplished by providing data to assess program impacts, assuring employee performance fidelity, guiding program development to ensure alignment with evidence-based practice principles, monitoring contract compliance and supporting legislative mandates. ECCS provides management and support of policies and procedures, internal investigations and Prisoner Rape Elimination Act (PREA) complaints. ECCS also manages volunteers. Volunteer engagement allows for connectivity between the Department and the community. ECCS is also responsible for leading DCJ's Cultural Competency Steering Committee.

ECCS works with community treatment providers on system design and also provides technical assistance. We work with providers to find sustainable solutions and monitor treatment outcomes. ECCS uses multi-level workgroups, process improvement teams, best practice research and comprehensive evaluation to improve services to our offenders and community.

### Significant Changes

ECCS has received grant award renewals which continue the START drug court program, treatment enhancements for the STOP drug court, and the Reentry Enhancement Coordination Program (REC) program. However, the Community Response to Commercial Sexual Exploitation of Children (CSEC) grant is scheduled to end two months into FY 2013.

ECCS is decreasing the laboratory costs associated with drug tests by promoting greater use of instant drug testing within the department. The Access to Recovery (ATR) pilot from FY12 (Program # 50039) is not being continued in FY 2013. While the program did provide recovery services to low and medium risk offenders who were previously ineligible for DCJ services, the number served never reached the target level for the program to be self-sustaining. The program did provide many valuable lessons learned for future interventions of this type. The elimination of the ATR program has resulted in a loss of an 1.00 FTE Addictions Specialist (plus an additional 5.50 vacant FTE). In FY 2013, ECCS reduced 1.00 FTE Community Justice Manager due to span of control considerations which has resulted in the transition of internal investigation responsibilities to external contractors.

### Juvenile Services Division

The Juvenile Services Division (JSD) ensures that the juvenile system will protect the public, provide fair and equitable accountability and deliver cost-effective, evidence-based services to delinquent youth and their families. 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 and 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 1,100 detention screens and approximately 625 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 2,275 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. On a daily basis, Juvenile Court Counselors (JCCs) supervise about 300 youth on formal probation. JSD manages the higher-risk youth in this population with treatment services, custody sanctions, detention alternatives and accountability interventions.

### Significant Changes

JSD is undergoing several significant reconfigurations to streamline operations and improve service delivery. As part of the mid-year state reductions, JSD reduced 1.75 FTE and established a low risk and a high risk specialty unit for youth. In FY 2013, JSD is discontinuing the Youth Development Services unit, 8.00 FTE, and is redesigning these services so that youth have expanded access to these services and JSD can better leverage existing community supports in education and employment. The implementation of the Functional Family Probation (FFP) case management model continues to present new and alternative opportunities of meeting the needs of youth and families. FFP is an evidence-based practice that incorporates a holistic, family-focused approach that is based in the community.

### Adult Services Division

The Adult Services Division (ASD) provides leadership and direction for the supervision of approximately 8,300 probationers and post-prison adult offenders in the community who have been convicted of felony and misdemeanor crimes. In addition, our Recog unit helped process over 21,000 pretrial cases last year with over 2,200 defendants being supervised by our Pretrial Supervision Program. 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 Ill, Gender Specific, Sex Offender and Special Supervision Team for violent offenders. Generic supervision units manage offenders with property and drug convictions, including robbery and burglary crimes. Additionally, we enhance supervision with GPS/electronic monitoring and computer forensics monitoring as needed. We manage supervised Community Service teams to strengthen offender accountability. ASD also provides services to help offenders develop pro-social skills, such as the Day Reporting Center for cognitive skill interventions and the Londer Learning Center for educational support, employment training, and GED services.

### Significant Changes

We are closing the Couch Street Women's Transitional Housing Program. The women and children currently in the program will be transferred to alternative settings.

As part of the mid-year state reductions, ASD was decreased by 6.00 FTE including

- 4.00 FTE parole/probation officers,
- 1.00 FTE Addictions Specialist, and
- 1.00 FTE Records Technician.

In FY 2013, 6.00 FTE were reduced including:

- 1.00 FTE District Manager (50034),
- 2.00 FTE Corrections Counselors (50039 and 50043),
- 2.00 FTE Clinical Coordinators (50041A and 50044), and
- 1.00 FTE Corrections Technician (50047).



### Department of Community Justice

The following table shows the programs that make up the departments total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Director's Office</b>					
50000	Director's Office	\$730,127	\$0	\$730,127	4.00
50001	Business Services	2,418,584	0	2,418,584	16.70
50002	Business Applications & Technology	5,942,549	0	5,942,549	6.00
50003	Court Appearance Notification System (CANS)	128,752	0	128,752	0.50
50004	Victims Unit	248,898	0	248,898	2.00
<b>Employee, Community and Clinical Services</b>					
50005	Employee, Community & Clinical Services	642,983	84,033	727,016	5.00
50006	Quality Systems & Evaluation Services	596,140	0	596,140	5.00
50007	Human Resources	984,753	0	984,753	7.20
50008A	Response to Commercial Sexual Exploitation of Children	9,078	41,198	50,276	1.00
50008B	Response to Commercial Sexual Exploitation of Children - Collaboration Specialist	93,068	0	93,068	0.00
50009	Adult Offender Mental Health Services	1,150,468	0	1,150,468	0.00
50010	Addiction Services-Adult Offender Outpatient	664,459	128,392	792,851	0.00
50011	Addiction Services-Adult Offender Residential -Primarily Men	3,286,121	0	3,286,121	0.00
50012	Addiction Services-Adult Women's Residential Treatment	1,728,693	0	1,728,693	0.00
50013	Addiction Services-Adult Drug Court Program	748,223	246,089	994,312	0.00
50014	Adult Chronic Offender Program-City Funding	0	741,000	741,000	0.00



# Community Justice

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Juvenile Services Division</b>					
50016	Juvenile Services Management	1,551,669	217,949	1,769,618	9.80
50017	Juvenile Services Support	1,928,403	0	1,928,403	11.00
50018	Family Court Services	44,274	1,045,762	1,090,036	8.35
50019	Family Court Services - Supervised Parenting Time	41,999	166,345	208,344	1.05
50020A	Juvenile Detention Services - 64 Beds	7,194,825	880,038	8,074,863	70.50
50020B	Juvenile Detention Services - 16 Beds	698,858	0	698,858	0.00
50021	Juvenile Community Detention/Electronic Monitoring	327,082	270,467	597,549	5.00
50022	Juvenile Shelter & Residential Placements	144,218	500,678	644,896	0.00
50023	Juvenile Delinquency Risk Assessment, Court Services, and Informal Probation Services (DRACSIPS)	1,433,577	137,183	1,570,760	14.00
50024	Juvenile Female Probation Services	239,037	85,468	324,505	3.00
50025A	Juvenile Sex Offender Probation Supervision	709,486	15,080	724,566	6.00
50025B	Juvenile Sex Offender Treatment	225,000	0	225,000	0.00
50026	Juvenile East Metro Gang Enforcement Team (EMGET)	0	590,642	590,642	0.00
50027	Juvenile High Risk Unit - RISE	673,568	847,891	1,521,459	10.67
50028	Juvenile Low Risk Unit	152,865	167,818	320,683	3.00
50029	Juvenile Community Service & Project Payback Program	668,748	104,568	773,316	6.00
50030	Juvenile Secure Residential A&D Treatment (RAD)	547,250	1,477,878	2,025,128	7.99
50032	Juvenile Assessment & Treatment for Youth & Families (ATYF)	86,052	1,319,361	1,405,413	11.01
50033	Juvenile Culturally Specific Intervention	373,248	108,590	481,838	0.33

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Adult Services Division</b>					
50034	Adult Services Management	1,562,643	169,749	1,732,392	8.50
50035	Adult Recog Program	1,403,853	0	1,403,853	15.00
50036	Adult Pretrial Supervision Program	1,422,049	0	1,422,049	15.00
50037	Adult Forensics Unit	300,775	0	300,775	2.00
50038	Adult Parole/Post Prison Violation Hearings & Local Control	1,046,652	1,029,802	2,076,454	11.00
50039	Adult Transition and Re-Entry Services	1,441,277	2,135,487	3,576,764	14.00
50040	Adult Re-Entry Enhancement Coordination Grant	0	703,864	703,864	0.25
50041A	Adult Field Services-High Risk Generic Supervision	3,069,129	6,274,177	9,343,306	73.61
50041B	Employment Transition Services for African American Males	50,000	0	50,000	0.00
50042	Adult Mentally Ill Offender Supervision	749,367	0	749,367	6.00
50043	Adult Programs Unit	124,974	682,232	807,206	5.75
50044	Adult Sex Offender Supervision & Treatment	471,003	2,098,657	2,569,660	16.00
50045	Adult Domestic Violence Supervision	1,142,694	1,416,251	2,558,945	19.50
50046	Adult Family Supervision Unit	1,525,909	24,690	1,550,599	14.00
50047	Adult Day Reporting Center	918,856	1,475,070	2,393,926	23.00
50048	Adult Electronic Monitoring	488,668	0	488,668	3.00
50049	Adult Property Crimes Programs (RAIN & START)	172,794	1,521,075	1,693,869	6.64
50050	Adult Community Service - Formal Supervision	932,280	219,644	1,151,924	11.92
50051	Adult Londer Learning Center	0	898,864	898,864	9.70
50052	Adult Field Services-Medium Risk Generic Supervision	744,370	78,230	822,600	8.50
50053	Adult Community Service-Bench Probation	237,547	0	237,547	3.00
50054	Support to Community Court	85,212	0	85,212	1.00
50055	Adult Domestic Violence Deferred Sentencing Program (DSP)	83,612	0	83,612	1.00
50056	Adult Sex Offender Reduced Supervision (SORS)	0	130,640	130,640	1.00

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fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
50057	Adult Generic Reduced Supervision (Casebank)	858,064	366,652	1,224,716	12.00
50058	Adult Enhanced Bench for DUII	0	284,818	284,818	3.08
50059	Facilities Transition	122,115	0	122,115	0.00
50061	ASD State Funding Bridge	<u>508,265</u>	<u>0</u>	<u>508,265</u>	<u>0.00</u>
<b>Total Community Justice</b>		<b>\$55,875,163</b>	<b>\$28,686,332</b>	<b>\$84,561,495</b>	<b>499.55</b>

**Lead Agency:** Community Justice

**Program Contact:** Scott Taylor

**Program Offer Type:** Administration

**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 645 permanent, on-call, and temporary employees. The Director's Office provides leadership, communication, and coordination across the Department's Divisions. 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.

### Program Description

The Director's Office monitors the daily operations of an agency that supervises approximately 8,300 adult probationers and parolees, and 1,200 youth on supervision. Additionally, DCJ oversees approximately 2,200 defendants requiring pretrial services, as well as a juvenile detention facility that houses up to 80 youth.

The Director's Office is responsible for the fiscal management of more than \$84 million in county, state, federal and private grant funds. This area also provides leadership across department divisions and strategic planning for department-wide initiatives. 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.

Over the last decade the Director's Office has guided policies that have reduced crime, promoted rehabilitation, reduced spending and reduced racial and ethnic disparities in the juvenile justice system. Year after year, DCJ has continued to make improvements in statewide performance benchmarks in community corrections.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of adult offenders supervised annually	8,278	8,300	8,269	8,300
Outcome	Percent of adult offenders not recidivating one year post admit to supervision	92.0%	91.0%	90.0%	90.0%
Output	Number of youth disposed annually	2,566	2,500	2,275	2,275
Outcome	Percent of youth not re-adjudicated/convicted within 3 years of probation start	70.9%	70.0%	71.0%	71.0%

### Performance Measure - Description

Adult recidivism is measured by 12 months new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$434,784	\$0	\$566,224	\$0
Contracts	\$118,546	\$0	\$75,657	\$0
Materials & Supplies	\$77,110	\$0	\$80,409	\$0
Internal Services	\$4,278	\$0	\$7,837	\$0
Total GF/non-GF:	<b>\$634,718</b>	<b>\$0</b>	<b>\$730,127</b>	<b>\$0</b>
Program Total:	<b>\$634,718</b>		<b>\$730,127</b>	
Program FTE	3.00	0.00	4.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes**

**Last year this program was:** #50000, DCJ Director's Office

This program offer reflects an Increase of 1 FTE transferred during FY12 from another program.

**Lead Agency:** Community Justice

**Program Contact:** Joyce Resare

**Program Offer Type:** Support

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

### Program Description

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's 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.

Business Services also continually monitors departmental spending throughout the budget cycles so that spending occurs within designated spending limits. Business Services participates in cross-county teams such as the County Operations Council, Purchasing/Contract Committees and the Finance Users Group. 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of invoices paid in 30 days or less	75.0%	80.0%	75.0%	80.0%
Outcome	Percent spending within legal appropriation (total budget)	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,577,921	\$0	\$1,598,236	\$0
Contracts	\$3,256	\$0	\$3,789	\$0
Materials & Supplies	\$60,880	\$0	\$64,539	\$0
Internal Services	\$762,764	\$0	\$752,020	\$0
Total GF/non-GF:	<b>\$2,404,821</b>	<b>\$0</b>	<b>\$2,418,584</b>	<b>\$0</b>
Program Total:	<b>\$2,404,821</b>		<b>\$2,418,584</b>	
Program FTE	16.80	0.00	16.70	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$2,038,790	\$0	\$1,695,782	\$0
<b>Total Revenue:</b>	<b>\$2,038,790</b>	<b>\$0</b>	<b>\$1,695,782</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund which includes Department Indirect Revenue of \$1,690,782 based on indirect rate of 7.89% 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 FY12.

**Significant Program Changes**

**Last year this program was:** #50001, DCJ Business Services

This program offer reflects a decrease of .10 FTE Finance Specialist 1 position.

**Lead Agency:** Community Justice

**Program Contact:** Jann Brown

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Business Applications and Technology (BAT) section supports the implementation and use of new and existing information systems which increases the effectiveness of staff and improves the delivery of services to clients. Team members of BAT also work to foster the use and understanding of data for decision making and facilitate a variety of information system trainings that enhance the Department of Community Justice's (DCJ) operations. Through innovative technological solutions and wise technology investments, the Department is better equipped to promote community safety and reduce criminal activity.

### Program Description

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. BAT also supports DCJ's efforts to increase its mobile workforce by finding technology-based solutions that maintain communications across multiple work settings.

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of BAT Team projects completed within one year	0.0%	0.0%	0.0%	80.0%
Outcome	Percent of BAT clients satisfied with application classes	0.0%	0.0%	0.0%	90.0%

### Performance Measure - Description

✓ **Measure Changed**

These are new performance measures.



## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$927,904	\$0	\$698,839	\$0
Contracts	\$70,000	\$62,500	\$70,000	\$0
Materials & Supplies	\$192,917	\$0	\$341,093	\$0
Internal Services	\$4,027,329	\$6,563	\$4,832,617	\$0
Total GF/non-GF:	<b>\$5,218,150</b>	<b>\$69,063</b>	<b>\$5,942,549</b>	<b>\$0</b>
Program Total:	<b>\$5,287,213</b>		<b>\$5,942,549</b>	
Program FTE	8.00	0.00	6.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$4,988	\$0	\$0	\$0
Intergovernmental	\$0	\$69,063	\$0	\$0
<b>Total Revenue:</b>	<b>\$4,988</b>	<b>\$69,063</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

County General Fund

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #50002, DCJ Business Applications & Technology

This program offer reflects FY12 reduction of 1 FTE OA Sr position due to mid-year state rebalance and a FY13 reduction of 1 FTE CJM as part of the span of control reduction.

**Lead Agency:** Community Justice

**Program Contact:** Jann Brown

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Court Appearance Notification System (CANS) is a collaborative, multi-jurisdictional program designed to reduce offenders' rate of failure to appear (FTA) in court. Reducing FTAs is accomplished through the use of automated telephone reminders for appointments. The automated system also alerts offenders of payments due on restitution and supervision fees. As a result of the thousands of notifications made by CANS for the first half of FY 2012, there was a 92% average appearance rate in court for offenders who were successfully notified by CANS. CANS regularly monitors and reports program performance to the Local Public Safety Coordinating Council (LPSCC) and the Criminal Justice Advisory Committee (CJAC).

### Program Description

CANS works by reminding defendants of: a) upcoming court hearing dates, times and locations; and b) any outstanding restitution, compensatory and/or supervision fees. CANS is a collaborative effort of the State Courts and multiple county public safety agencies. The Department of Community Justice (DCJ) provides management of the project (half time program coordinator) and a vendor contract. The District Attorney's Office provides police training, the State Courts provide information technology support, and both LPSCC and the County Budget Office provide technical assistance.

FTAs incur substantial costs to the various enforcement agencies for re-arrest, re-bookings, additional jailing, additional prosecution, increased matrix releases and increased backlog of warrant entries. This program demonstrates effective agency collaboration, fiscal responsibility and efficient use of the criminal justice system.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of circuit court notifications that are successful	0.0%	80.0%	88.0%	90.0%
Outcome	Appearance rate for successful circuit court notifications	0.0%	92.0%	92.0%	90.0%

### Performance Measure - Description

There is no data for FY11 due to service interruptions by contractor.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$42,272	\$0
Contracts	\$86,000	\$0	\$86,000	\$0
Materials & Supplies	\$597	\$0	\$480	\$0
Internal Services	\$350	\$0	\$0	\$0
Total GF/non-GF:	<b>\$86,947</b>	<b>\$0</b>	<b>\$128,752</b>	<b>\$0</b>
Program Total:	<b>\$86,947</b>		<b>\$128,752</b>	
Program FTE	0.00	0.00	0.50	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes****Last year this program was:**

50007 Adult Court Appearance Notification System

This program offer reflects the addition of a .50 FTE Program Specialist. This was a limited duration position in FY12.

**Lead Agency:** Community Justice

**Program Contact:** Kimberly Bernard

**Program Offer Type:** Existing Operating

**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 Victim's Unit will coordinate and enhance each division's response to the victim advocate community and to the individual victims of offenders on supervision. This unit will be responsible for advancing the goals of the Department of Community Justice (DCJ) Strategic Plan related to our long-term commitment to victims' rights and needs. The Victims Unit will be responsible for problem-solving to improve responsiveness to victims both within DCJ and across our public safety partners.

### Program Description

The victims unit will develop a workplan to guide their activities and growth over the next fiscal year. A comprehensive set of performance benchmarks will be developed. The Victims Unit will meet and collaborate with public safety agencies and community partners to develop a more coordinated system response to victims issues. The Victims Unit will work with community partners to develop and pilot a program to increase restitution collections. The Victims Unit will develop and provide trainings to parole/probation officers and juvenile court counselors that will lead to improvements in the following areas:

- 1) Victim notification.
- 2) Restitution collection.
- 3) Referrals to services.
- 4) Victim protection.
- 5) Communication to victims about probation and parole.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of case carrying parole/probation officers receiving training	0.0%	0.0%	0.0%	95.0%
Outcome	Percent of training participants reporting learning objectives were met	0.0%	0.0%	0.0%	90.0%
Output	Percent of case carrying juvenile court counselors receiving training	0.0%	0.0%	0.0%	95.0%

### Performance Measure - Description

This is a new program offer so previous fiscal year data is not available.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$168,378	\$0
Contracts	\$0	\$0	\$75,000	\$0
Materials & Supplies	\$0	\$0	\$5,520	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$248,898</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$248,898</b>	
Program FTE	0.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes****Last year this program was:**

New Program established in FY12 as part of the implementation of our strategic plan. This offer reflections the addition of 1 FTE Program Specialist in FY12 and 1 FTE Office Assistant Sr transferred from another program in FY13.

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

The Employee, Community and Clinical Services (ECCS) unit oversees implementation of community and clinical treatment options, orchestrates training requirements and options for personnel, updates department-wide policies, conducts internal investigations, coordinates department-wide safety plans and manages volunteers. This unit often works closely with non-profit providers and community members to collaboratively problem solve service-related issues.

### Program Description

The ECCS unit provides Juvenile and Adult Services Divisions with the following:

- 1) Administration and operational support for alcohol, drug and mental health services for adult offenders;
- 2) Coordination of programs for contracted services;
- 3) Supervision and support of DCJ programs/units - Quality Systems and Evaluation Services, Contract Monitoring and Compliance, Human Resources, Trainings, Prevention of Childhood Sexual Exploitation of Children, and Volunteer functions of DCJ; and

Public safety is achieved by investing in both our community and our employees. Careful background investigations ensure that we hire qualified, ethical people. Training programs enhance skills specific to working with a diverse offender population. Competent contracting services strengthen our effectiveness in providing meaningful treatment services. Volunteer engagement fosters connectivity between the Department and the community. All of these elements help drive DCJ's mission of holding offenders accountable while changing their behavior and keeping the community safe.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of volunteer hours delivered annually	22,500	23,000	20,000	23,000
Outcome	Number of adult offenders receiving contracted addiction services	0	0	0	690

### Performance Measure - Description

The outcome measure is new.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$702,209	\$113,567	\$520,054	\$84,033
Contracts	\$43,929	\$0	\$43,929	\$0
Materials & Supplies	\$66,002	\$618	\$76,482	\$0
Internal Services	\$6,587	\$876	\$2,518	\$0
Total GF/non-GF:	<b>\$818,727</b>	<b>\$115,061</b>	<b>\$642,983</b>	<b>\$84,033</b>
Program Total:	<b>\$933,788</b>		<b>\$727,016</b>	
Program FTE	6.00	1.00	4.33	0.67
<b>Program Revenues</b>				
Intergovernmental	\$0	\$115,061	\$0	\$84,033
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$115,061</b>	<b>\$0</b>	<b>\$84,033</b>

**Explanation of Revenues**

County General Fund plus US Dept of Justice JAG Grant \$84,033. Funds .67 FTE that assists DCJ adult clients in accessing alcohol & drug treatment. Grant ends 9/30/2012, but anticipating grant will be renewed for another year.

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #50003, DCJ Employee, Community & Clinical Services

This program offer reflects FY13 reduction of 1 FTE CJM as part of the span of control reduction and 1 FTE Admin Analyst transferred to another program. Due to grant funding reductions a previously funded FTE is no longer fully covered by the grant. This offer includes backfill funding for .33 FTE.

**Lead Agency:** Community Justice

**Program Contact:** Charlene Rhyne

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The DCJ Quality Systems and Evaluation Services (QSES) unit is comprised of continuous quality improvement (CQI) functions as well as traditional research and evaluation (R&E) activities. The QSES unit analyzes and reports on issues critical to the Department (including program planning, program implementation, quality improvement and assessing program impacts) for both the Adult and Juvenile Divisions. The QSES unit also develops and reports on performance measures for all departmental programs, services and contracts. Results are presented to the Department's management team, staff, and the Board of County Commissioners before being posted on DCJ's website for community review.

In sum, services provided by QSES ensure that departmental operations have fidelity and are delivered in a manner optimizing client outcomes. Nationally, DCJ's research is studied (through corrections publications and national conferences) and recognized in a manner that enhances our reputation with national and state funders.

### Program Description

QSES supports the Department's principle of information-based decision making by:

- 1) Conducting process and outcome evaluations of programs and initiatives;
- 2) Presenting research and evaluation studies orally and in writing to internal and external stakeholders;
- 3) Providing ongoing contract monitoring for compliance;
- 4) Providing support for routine and periodic management reporting;
- 5) Monitoring program fidelity through continuous quality improvement process; and
- 6) Making recommendations regarding the research and evaluation process.
- 7) Assuring policies and procedures are written in a way that makes expectations of behavior clear to staff.

Our research and evaluation approach is consistent with the American Evaluation Association's (AEA) 'Guiding Principles for Evaluators.' QSES responsibilities are critical for holding programs and services accountable. Accountability is accomplished by providing data that assesses program impacts, employee performance fidelity and contract compliance. This model ensures data-driven decision making and supports legislative mandates.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of contracts monitored for quality annually	48	55	48	50
Outcome	Percent of offenders who do not recidivate one year post admit to supervision	92.0%	91.0%	90.0%	90.0%
Outcome	Percent of youth not re-adjudicated/convicted within 3 years of probation start	70.9%	70.0%	71.0%	71.0%

### Performance Measure - Description

Adult recidivism is measured by 12 months new felony conviction following current admit date.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$474,090	\$0	\$586,999	\$0
Materials & Supplies	\$11,368	\$0	\$8,526	\$0
Internal Services	\$4,764	\$0	\$615	\$0
Total GF/non-GF:	<b>\$490,222</b>	<b>\$0</b>	<b>\$596,140</b>	<b>\$0</b>
Program Total:	<b>\$490,222</b>		<b>\$596,140</b>	
Program FTE	4.00	0.00	5.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes** **Significantly Changed****Last year this program was:** #50004A, DCJ Quality Systems & Evaluation Services

This program offer reflects FY13 increase of 1 FTE Admin Analyst transferred from another program.(Refer #50005).

**Lead Agency:** Community Justice

**Program Contact:** James Opoka

**Program Offer Type:** Support

**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 645 permanent, on-call and temporary employees. DCJ's 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 Description

The HR unit supports 645 permanent, on-call and temporary employees; 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 employee needs to provide strategic direction as well as succession and workforce planning;
- 2) Consult with managers and employees about employee and labor relations issues, including performance management, discipline and grievances, recruitment and selection of diverse workforce, leave administration, layoffs and bumping, and compliance with County Personnel Rules, department policies, 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 209 leave requests and 1,079 personnel transactions in SAP;
- 6) Develop and implement HR initiatives with Central Human Resources and Labor Relations; and
- 7) Complete 388 background investigations / records checks on DCJ employees, volunteers and interns.
- 8) Coordinate internal investigations as needed.

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of HR data entry errors that results in a dock of pay	6.0%	2.0%	7.0%	5.0%
Outcome	Percent of grievances where it was determined there were no contract violations	89.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$770,222	\$0	\$812,989	\$0
Contracts	\$46,198	\$0	\$140,204	\$0
Materials & Supplies	\$35,110	\$0	\$31,285	\$0
Internal Services	\$6,612	\$0	\$275	\$0
Total GF/non-GF:	<b>\$858,142</b>	<b>\$0</b>	<b>\$984,753</b>	<b>\$0</b>
Program Total:	<b>\$858,142</b>		<b>\$984,753</b>	
Program FTE	7.00	0.00	7.20	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes**

Last year this program was: #50005, DCJ Human Resources

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The three year Commercial Sexual Exploitation of Children (CSEC) project is scheduled to end two months into FY 2013. Over the last two and a half years, this project has coordinated a victim-centered system response in Multnomah County that developed a steering committee, executive team and eight specialized workgroups. An assigned Collaboration Specialist has been responsible for orchestrating the multi-jurisdictional system collaborative process that includes social services leaders, elected officials, state policy makers, criminal justice system representatives, citizens and survivors. The Collaboration Specialist oversees and staffs the monthly CSEC Steering Committee meetings (chaired by County Commissioner Diane McKeel), and eight designated workgroups. The goals of the Office of Juvenile Justice Delinquency Prevention (OJJDP) are to: a) identify exploited youth and youth at risk for exploitation; b) actively investigate and prosecute cases where adults have exploited children; and c) intervene appropriately with youth and compassionately serve victims.

### Program Description

The commercial sexual exploitation of children (CSEC) is a prevalent problem in Multnomah County. Because the I-5 corridor passes directly through Portland, this city is an easy transport artery for CSEC victims and illegal drugs. Runaways from Oregon, Idaho and Southwest Washington migrate to downtown Portland. Traffickers prey upon and manipulate young people who are desperate for food and shelter.

Local and federal law enforcement agencies in Multnomah County have worked on over 200 sex trafficking cases (fraction of the activity in Oregon) involving both domestic and international victims. This grant funded project is helping expose and derail this once flourishing "business". However, Multnomah County still faces two main challenges. First, service providers and law enforcement professionals must continue to be trained and educated on the evolving sophistication of perpetrators, as well as how to assist victims. Secondly, trafficking victims themselves need information and support services in order to successfully remove themselves from the paralyzing grasp of pimps/traffickers. A comprehensive victim services plan has been developed, but full implementation is reliant upon funding and community partnership. The objectives of the program are to:

- 1) Maintain a full-time Program Coordinator for Multnomah County's response to victims of CSEC;
- 2) Contract with a full-time Program Advocate and volunteers to provide 24-hour crisis responses; and
- 3) Offer CSEC training to hundreds of individuals from 50+ local agencies.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of CSEC youth receiving advocacy services	267	125	250	70
Outcome	Number of community agencies that have received training	112	50	100	5

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$105,508	\$8,841	\$9,563
Contracts	\$0	\$70,557	\$0	\$27,714
Materials & Supplies	\$0	\$7,589	\$237	\$186
Internal Services	\$0	\$20,251	\$0	\$3,735
Total GF/non-GF:	<b>\$0</b>	<b>\$203,905</b>	<b>\$9,078</b>	<b>\$41,198</b>
Program Total:	<b>\$203,905</b>		<b>\$50,276</b>	
Program FTE	0.00	1.00	0.08	0.09
<b>Program Revenues</b>				
Indirect for dep't Admin	\$14,725	\$0	\$2,956	\$0
Intergovernmental	\$0	\$203,905	\$0	\$41,198
<b>Total Revenue:</b>	<b>\$14,725</b>	<b>\$203,905</b>	<b>\$2,956</b>	<b>\$41,198</b>

**Explanation of Revenues**

County General Fund plus US Dept of Justice Grant for intervention into the Commercial Sexual Exploitation of Children \$41,198. Award period is 9/1/2009 – 8/31/2012.

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #50006, DCJ Response to Commercial Sexual Exploitation of Children  
 This offer reflects a reduction of .83 FTE Program Spec Sr and contract reductions due to ending of the USDOJ grant effective 8/31/12.

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** One-Time-Only Request, Backfill State/Federal/Grant

### Executive Summary

The three year Commercial Sexual Exploitation of Children (CSEC) project is scheduled to end two months into FY 2013. An assigned Collaboration Specialist has been responsible for orchestrating the multi-jurisdictional system collaborative process that includes social services leaders, elected officials, state policy makers, criminal justice system representatives, citizens and survivors. The Collaboration Specialist oversees the monthly CSEC Steering Committee meetings (chaired by County Commissioner Diane McKeel), and eight designated workgroups. The goals of the grant funded project include: a) identify exploited youth and youth at risk for exploitation; b) actively investigate and prosecute cases where adults have exploited children; and c) intervene appropriately with youth and compassionately serve victims. The Department of Community Justice (DCJ) works closely with the Department of County Human Services (DCHS). DCHS is submitting a program offer to continue funding for the current shelter and for assertive engagement case management for young children being sexually exploited. This offer is for the continuance of one full time Collaboration Specialist.

### Program Description

The commercial sexual exploitation of children (CSEC) is a prevalent problem in Multnomah County. Because the I-5 corridor passes directly through Portland, this city is an easy transport artery for CSEC victims and illegal drugs. Runaways from Oregon, Idaho and Southwest Washington migrate to downtown Portland. Traffickers prey upon and manipulate young people who are desperate for food and shelter. Local and federal law enforcement agencies in Multnomah County have worked on over 200 sex trafficking cases (fraction of the activity in Oregon) involving both domestic and international victims. This project is helping expose and derail this once flourishing "business".

This project began because concerned professionals felt the metropolitan area needed a more strategic and coordinated approach to ending the CSEC. Over the last two and a half years, joint efforts have created a coordinated victim-centered system response. The work is not yet over, as Multnomah County still faces two main challenges. First, service providers and law enforcement professionals must continue to be trained and educated on the evolving sophistication of perpetrators, as well as how to assist victims. Secondly, trafficking victims themselves need information and support services in order to successfully remove themselves from the paralyzing grasp of pimps/traffickers. A comprehensive victim services plan has been developed, but full implementation is reliant upon funding and community partnerships.

The main objectives for this next year include:

- 1) Improve the recognition of CSEC and collaborative response to CSEC;
- 2) Continue to provide support and leadership for the eight specialized CSEC workgroups;
- 3) Continue implementing a comprehensive plan to end the demand for CSEC in Multnomah County;
- 4) Offer CSEC training to hundreds of individuals from 50+ local agencies. Focus on raising awareness within the community and faith groups; and
- 5) Develop and deliver training for first responders (EMT, Fire, ER staff and school resource officers).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of CSEC youth receiving advocacy services	267	125	250	200
Outcome	Number of community agencies that have received training	112	50	100	100

### Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$0	\$89,852	\$0
Materials & Supplies	\$0	\$0	\$3,216	\$0
Total GF/non-GF:	\$0	\$0	\$93,068	\$0
Program Total:	\$0		\$93,068	
Program FTE	0.00	0.00	0.83	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was:

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Existing Operating

**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. Research indicates that these offenders are likely to have continued contact with the corrections system. 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. 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.

### Program Description

Mental Health Services (MHS) helps PPOs access necessary resources for severe and persistent mentally ill adult offenders. Special limited services that benefit this target population are not available without DCJ assistance. MHS provides the following contracted services:

- 1) Mental Health Evaluations -- To determine the best way to achieve supervision compliance for offenders who pose a serious risk to the community, and to identify/determine severity of mental illness;
- 2) Three contracted staff to work with 60 offenders at any one time -- To prepare offenders for community treatment by providing crisis stabilization, access to emergency mental health care and access to basic living needs;
- 3) One psychiatric nurse practitioner -- To provide prescription services; and
- 4) Fifteen residential beds of Dual Diagnosis -- To provide treatment for male offenders who have not been successful in alternate treatment modalities, or who have mental health symptoms that are too severe for less specialized treatment providers.

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 unstabilized and would likely return to jail on supervision violations and/or new criminal charges.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of mentally ill offenders that received treatment	97	100	100	100
Outcome	Percent of offenders not recidivating one year post treatment exit	0.0%	0.0%	95.0%	95.0%

### Performance Measure - Description

✓ **Measure Changed**

Recidivism is a measure of new felony convictions one year post treatment exit using a recidivism rate.



Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$1,124,596	\$0	\$1,150,468	\$0
Total GF/non-GF:	\$1,124,596	\$0	\$1,150,468	\$0
Program Total:	\$1,124,596		\$1,150,468	
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, Adult Offender Mental Health Services

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Outpatient treatment is an essential part of the alcohol and drug treatment continuum that impacts public safety. At any time, 130 offenders attend these community-based, outpatient treatment programs one to three times per week. Nearly 90% of the participants are classified as high risk and are statistically more likely to commit a new crime if intervention measures are not implemented. The remaining ten percent of participants are referred for treatment from our Medium Risk Unit.

### Program Description

Services are provided through contracts with nine non-profit providers who are dually licensed to provide drug and alcohol treatment and mental health services. Outpatient treatment is an option for qualified offenders. Currently contracted treatment programs are equipped to respond to culturally-specific needs, provide comprehensive mental health counseling, assist with job related issues and support housing transitions. All contracted treatment programs use research-based approaches which are geared towards motivating offenders to learn new skills that support a lifestyle free of crime and addiction. In addition, this program offer includes approximately 60,000 for urinalysis testing at Redwood Toxicology.

Without treatment, offenders are more likely to reoffend and/or end up occupying expensive jail beds. A study published by the Oregon Legislature Public Safety Strategies Task Force (2008) found that drug treatment programs in the community have been shown to reduce criminal re-offense rates by 9%.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	866	600	600	600
Outcome	Percent of offenders who do not recidivate one year post treatment exit	0.0%	0.0%	88.0%	88.0%

### Performance Measure - Description

✓ **Measure Changed**

Recidivism is a measure of new felony convictions one year post treatment using a recidivism rate.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$399,011	\$129,991	\$624,249	\$116,752
Materials & Supplies	\$0	\$0	\$40,210	\$0
Internal Services	\$0	\$13,647	\$0	\$11,640
Total GF/non-GF:	<b>\$399,011</b>	<b>\$143,638</b>	<b>\$664,459</b>	<b>\$128,392</b>
Program Total:	<b>\$542,649</b>		<b>\$792,851</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$10,372	\$0	\$9,212	\$0
Fees, Permits & Charges	\$0	\$2,000	\$0	\$2,000
Intergovernmental	\$0	\$60,138	\$0	\$44,892
Other / Miscellaneous	\$0	\$81,500	\$0	\$81,500
<b>Total Revenue:</b>	<b>\$10,372</b>	<b>\$143,638</b>	<b>\$9,212</b>	<b>\$128,392</b>

**Explanation of Revenues**

County General Fund plus State Alternative Incarceration Program (AIP) \$44,892. This is the budgeted amount for second half of the FY11-13 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. Amount based on FY12 CYE; Laboratory Drug Testing fees \$2,000. Fee is set at \$9.50 per Board Resolution.

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #50009, Addiction Services-Adult Offender Outpatient

This Program offer reflects a reduction of 40 outpatient slots resulting in 160 fewer offenders being served.

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Residential drug treatment is an essential part of the alcohol and drug treatment continuum that impacts public safety. This offer provides 90 beds of residential drug and alcohol treatment for high risk male offenders and allows courts and Parole/Probation Officers (PPO) an alternative sanction to jail. Past evaluations have shown that these county services effectively reduce re-arrest rates. Eighty-nine percent of offenders who successfully complete treatment do not re-offend one year after exiting treatment (Hamblin and Rhyne 2011).

### Program Description

Fifty-two beds serve high risk offenders in a facility specialized in treating males involved with the criminal justice system. The remaining beds 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). While the length of treatment varies for each individual, the average length of stay for successful completion in residential treatment is 168 days, but may last up to six months. When appropriate, offenders are transported directly from jail to residential treatment, ensuring a drug-free transition.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of male clients participating in treatment	213	235	284	235
Outcome	Percent of offenders who do not recidivate one year post treatment exit	0.0%	0.0%	85.0%	85.0%

### Performance Measure - Description

✓ **Measure Changed**

Recidivism is a measure of new felony convictions one year post treatment exit using a recidivism rate.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$3,564,437	\$0	\$3,286,121	\$0
Total GF/non-GF:	\$3,564,437	\$0	\$3,286,121	\$0
Program Total:	\$3,564,437		\$3,286,121	
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: #50010, Addiction Services-Adult Offender Residential-Primarily Men

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Existing Operating

**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 women offenders, the long-term collateral costs of re-arrest, re-incarceration and inadvertent consequences for the children of female 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).

This program serves 40 residential alcohol and drug treatment beds for high risk female offenders in two facilities. This offer also funds 9 beds for dependent children. The current community treatment providers have been in existence for over 18 years and work collaboratively with the Department of Community Justice (DCJ) to treat women with addictions and criminality.

### Program Description

This 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.

Programs that provide family therapy, childcare and child-rearing services have improved outcomes with regard to treatment completion and reduction of recidivism (National Institute on Drug Abuse 2006; National Institute of Corrections 2005). 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of female offenders participating in treatment	180	185	180	173
Outcome	Percent of offenders who do not recidivate one year post treatment exit	0.0%	0.0%	81.0%	80.0%

### Performance Measure - Description

✔ **Measure Changed**

Recidivism is a measure of new felony convictions one year post treatment exit.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$1,691,151	\$0	\$1,728,693	\$0
Total GF/non-GF:	\$1,691,151	\$0	\$1,728,693	\$0
Program Total:	\$1,691,151		\$1,728,693	
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

✔ Significantly Changed

**Last year this program was:** #50011, Addiction Services-Adult Women's Residential Treatment  
This program offer reflects a reduction of three residential beds for women.

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Drug Diversion Drug Court (STOP) contributes to public safety by providing outpatient treatment and supervision to approximately 650 adult offenders each year, with a daily capacity of 275 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 Description

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% compared to eligible defendants who did not go through STOP.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of participants served annually.	620	650	650	650
Outcome	Percent of offenders who exit successfully	82.0%	90.0%	85.0%	85.0%

### Performance Measure - Description



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$724,628	\$224,172	\$748,223	\$224,232
Internal Services	\$0	\$21,917	\$0	\$21,857
Total GF/non-GF:	<b>\$724,628</b>	<b>\$246,089</b>	<b>\$748,223</b>	<b>\$246,089</b>
Program Total:	<b>\$970,717</b>		<b>\$994,312</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$16,394	\$0	\$17,297	\$0
Fees, Permits & Charges	\$0	\$5,000	\$0	\$5,000
Intergovernmental	\$0	\$241,089	\$0	\$241,089
<b>Total Revenue:</b>	<b>\$16,394</b>	<b>\$246,089</b>	<b>\$17,297</b>	<b>\$246,089</b>

**Explanation of Revenues**

County General Fund plus State CJC Drug Court Enhancement grant \$241,089. Award ends 6/30/2012. Anticipating funding to be renewed in FY13 at same service level which enhances the Drug Court Program; 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: #50012, Addiction Services-Adult Drug Court Program

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Existing Operating

**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.

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.

### Program Description

On average, 48 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 20 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average number of offenders supervised monthly	47	48	46	48
Outcome	Percent of offenders that did not recidivate one year post exit	0.0%	0.0%	87.0%	90.0%

### Performance Measure - Description

✓ **Measure Changed**

DCJ serves as a "pass through" for this program.  
Recidivism is a measure of felony convictions one year post exit.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$611,000	\$0	\$741,000
Total GF/non-GF:	<b>\$0</b>	<b>\$611,000</b>	<b>\$0</b>	<b>\$741,000</b>
Program Total:	<b>\$611,000</b>		<b>\$741,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$611,000	\$0	\$741,000
Total Revenue:	<b>\$0</b>	<b>\$611,000</b>	<b>\$0</b>	<b>\$741,000</b>

**Explanation of Revenues**

IGA with City of Portland \$741,000. Provides outpatient treatment and housing for 30 male clients identified by the Service Coordination Team. Current IGA through 6/30/2012 and expecting to be renewed at same funding level for FY13.

**Significant Program Changes**

Last year this program was: #50014, Adult Chronic Offender Program-City Funding

**Lead Agency:** Community Justice

**Program Contact:** Christina McMahan

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Department of Community Justice's (DCJ) Juvenile Services Division supervises the highest percentage of high-risk 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. Within these services, managers oversee a variety of programs designed to reduce recidivism as well as the overrepresentation of youth of color in detention.

### Program Description

JSM ensures that the Juvenile Services Division protects public safety, provides fair and equitable accountability and delivers cost effective, evidence-based services to delinquent youth and their families. This program 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. Specific oversight responsibilities include:

- 1) **COUNSELING SERVICES** - Coordinates and monitors units devoted to intake/assessment, prevention/intervention, adjudication, probation, sanctioning and connectivity to resources.
- 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 are serving a sanction. Additionally, Custody Services oversees Community Service and Project Payback (a juvenile restitution program) and Community Detention/Electronic Monitoring programs.
- 3) **TREATMENT SERVICES** - Provides clinical oversight of in-house mental health services, alcohol and drug services and specialized services for delinquent youth. Within Treatment Services, youth can receive assessments, case planning, care coordination, individual/family therapy, cognitive skills programming, educational reconnection, and/or secure residential substance abuse treatment.
- 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, 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 reform.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	percent of youth in county not referred to DCJ on delinquency matters	96.5%	96.0%	97.0%	97.0%
Outcome	% of youth not re-adjudicated/convicted within three years of probation start	70.9%	70.0%	71.0%	71.0%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$940,809	\$170,788	\$1,064,303	\$187,079
Contracts	\$169,101	\$0	\$208,101	\$6,200
Materials & Supplies	\$173,592	\$54,886	\$247,288	\$13,076
Internal Services	\$31,855	\$12,073	\$31,977	\$11,594
Total GF/non-GF:	<b>\$1,315,357</b>	<b>\$237,747</b>	<b>\$1,551,669</b>	<b>\$217,949</b>
Program Total:	<b>\$1,553,104</b>		<b>\$1,769,618</b>	
Program FTE	7.39	1.41	8.28	1.52
<b>Program Revenues</b>				
Indirect for dep't Admin	\$6,386	\$0	\$7,277	\$0
Intergovernmental	\$0	\$0	\$0	\$12,923
Other / Miscellaneous	\$10,000	\$237,747	\$10,000	\$205,026
<b>Total Revenue:</b>	<b>\$16,386</b>	<b>\$237,747</b>	<b>\$17,277</b>	<b>\$217,949</b>

**Explanation of Revenues**

County General Fund plus Juvenile Informal Restitution \$10,000 which is deposited into the general fund. Revenue is collected from the youth and passed-through to the victim for restitution. Assuming same budget as FY12; Annie E. Casey Foundation \$205,026. Amount includes annual grant award of \$150,000 plus projected unspent balance that can be carried forward; Oregon Research Institute's Center for Family and Adolescent Research (ORI-CFAR) \$12,923. Award ends 7/30/2013.

**Significant Program Changes**

**Last year this program was:** #50015, DCJ Juvenile Services Management

This program offer reflects an Increase of 1 FTE transferred during FY12 from another program.

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Juvenile Support Services unit supports all aspects of the Juvenile Services Division's (JSD) Administration, Probation, Accountability, Treatment and Custody Services departments. 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 Description

Functions covered by Support Services:

- 1) **DATA SERVICES** - Provides specialized entry and records maintenance in the statewide Juvenile Justice Information System (JJIS) and the Law Enforcement Data System (LEDS). This team enters warrants into LEDS, provides law enforcement with field access to juvenile Electronic Probation Records (EPR), and expunges juvenile records that meet statutory criteria.
- 2) **DOCUMENT AND SUPPORT SERVICES** - Works with the District Attorney's Office, State Clerk's Office and other jurisdictions to process adoption. The team maintains all closed juvenile files and processes documents and forms for JSD, the District Attorney's Office, the Department of Human Services and the judiciary.
- 3) **The CHILD ABUSE UNIT** - Partners with the 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 adhere to strict legal deadlines, providing precise records which are vital to the outcome of individual cases. They also provide direct client services to parents involved in the Child Welfare System.
- 4) **GENERAL ADMINISTRATIVE SUPPORT** - Entails maintaining juvenile sex offender registration information, performing record checks, providing office support to Counseling, Treatment and Custody units, processing subpoenas, archiving requests, processing payroll, entering data, purchasing equipment, and providing public assistance with general inquiries.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of referrals processed annually	5,371	5,400	5,000	5,000
Outcome	Number of court orders and dispositions processed	1,695	2,000	1,500	1,500

### Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$853,229	\$0	\$877,026	\$0
Contracts	\$12,400	\$0	\$12,400	\$0
Materials & Supplies	\$93,562	\$0	\$68,963	\$0
Internal Services	\$873,291	\$0	\$970,014	\$0
Total GF/non-GF:	\$1,832,482	\$0	\$1,928,403	\$0
Program Total:	\$1,832,482		\$1,928,403	
Program FTE	11.00	0.00	11.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50016, DCJ Juvenile Services Support

**Lead Agency:** Community Justice

**Program Contact:** Janice Garceau

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### 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 1,200 at risk families as they go through separation and 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.

### Program Description

The Parent Education Program (under FCS) provides divorce and parenting information to over 2,200 Multnomah County parents experiencing the major life transition of separation or divorce. Over 1,200 child custody mediations and approximately 100 child custody evaluations are performed each year 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).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of clients satisfied with parent education classes	89.0%	92.0%	90.0%	90.0%
Outcome	Percent of custody/parenting time evaluations result in settlement	84.0%	81.0%	85.0%	85.0%

### Performance Measure - Description



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$109,677	\$843,373	\$37,954	\$809,722
Contracts	\$0	\$51,845	\$0	\$51,699
Materials & Supplies	\$1,860	\$39,601	\$65	\$36,533
Internal Services	\$0	\$171,963	\$6,255	\$147,808
Total GF/non-GF:	<b>\$111,537</b>	<b>\$1,106,782</b>	<b>\$44,274</b>	<b>\$1,045,762</b>
Program Total:	<b>\$1,218,319</b>		<b>\$1,090,036</b>	
Program FTE	1.00	8.70	0.25	8.10
<b>Program Revenues</b>				
Indirect for dep't Admin	\$79,929	\$0	\$72,106	\$0
Fees, Permits & Charges	\$0	\$1,066,800	\$0	\$1,005,000
Intergovernmental	\$0	\$39,982	\$0	\$40,762
<b>Total Revenue:</b>	<b>\$79,929</b>	<b>\$1,106,782</b>	<b>\$72,106</b>	<b>\$1,045,762</b>

**Explanation of Revenues**

County General Fund plus Domestic Relation Filing fees \$85,000 (fees vary and are collected by the Multnomah County Circuit Court), Conciliation Fees \$800,000 (\$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 \$40,762. Grant ends 9/30/12. Assuming FY13 at same funding level.

**Significant Program Changes**

**Last year this program was:** #50017, DCJ Family Court Services

This program offer reflects a decrease of 1 FTE transferred during FY12 to another program; a decrease of .80 FTE OA 2; a increase of 0.20 FTE Marriage and Family Counselor; and a increase of .23 FTE for a Marriage and Family Counselor Asst in FY13.

**Lead Agency:** Community Justice

**Program Contact:** Janice Garceau

**Program Offer Type:** Existing Operating

**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. Family Court Services will implement a new service for this population: The Safe Havens Supervised Parenting Time and Safe Exchange Program. The Office of Violence against Women (OVW) provides funds to support direct supervision and staff training.

### Program Description

Upon having established the framework and foundation for The Safe Havens Supervised Parenting Time and Safe Exchange Program, FCS will begin providing supervised visitation and safe exchange services to at least 100 families a year in the tri-county area. The Safe Havens Program will accept community and court referrals; recruit, train and supervise parenting time monitors; and provide 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. Multnomah and neighboring counties have experienced a significant increase in domestic violence homicides involving both victims and children over the past two years.

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.

The absence of a safe visitation and exchange program in the tri-county area, the significant increase in local domestic violence homicides involving children, as well as the need to interrupt children's exposure to violence underscores the necessity of developing this vital service.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of families served annually	0	1,200	1,200	1,200
Outcome	Number of security incidents during supervised parenting time or exchange	0	4	4	4

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$34,591	\$45,528	\$41,869	\$83,130
Contracts	\$0	\$76,024	\$0	\$64,324
Materials & Supplies	\$99	\$3,766	\$130	\$3,810
Internal Services	\$0	\$13,158	\$0	\$15,081
Total GF/non-GF:	<b>\$34,690</b>	<b>\$138,476</b>	<b>\$41,999</b>	<b>\$166,345</b>
Program Total:	<b>\$173,166</b>		<b>\$208,344</b>	
Program FTE	0.38	0.45	0.50	0.55
<b>Program Revenues</b>				
Indirect for dep't Admin	\$10,000	\$0	\$11,935	\$0
Intergovernmental	\$0	\$138,476	\$0	\$166,345
<b>Total Revenue:</b>	<b>\$10,000</b>	<b>\$138,476</b>	<b>\$11,935</b>	<b>\$166,345</b>

**Explanation of Revenues**

County General Fund plus US DOJ OVW Supervised Parenting Grant \$166,345. Award period ends 9/30/2013.

**Significant Program Changes**

**Last year this program was:** #50060A, Family Court Services - Supervised Parenting Time  
This program offer reflects an increase of .22 FTE Marriage & Family Counselor Asst in FY13

**Lead Agency:** Community Justice

**Program Contact:** Craig Bachman

**Program Offer Type:** Existing Operating

**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 2011, over 1,100 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 Description

The Juvenile Detention facility has a capacity of 191 beds. Of the 64 beds required to meet the County's daily detention needs, 28 beds are contracted and reserved for Clackamas and Washington Counties. The remaining 36 beds hold high risk Multnomah County youth who are NOT appropriate for community placement. Of those 36 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Annual number of inmate/staff assaults	25	30	22	22
Outcome	Use of isolation and room confinement per 100 person days of detention	0.8%	1.0%	0.8%	0.8%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$5,671,562	\$529,666	\$6,079,079	\$558,768
Contracts	\$4,933	\$1,810	\$5,297	\$451
Materials & Supplies	\$324,048	\$272,083	\$265,228	\$241,676
Internal Services	\$790,394	\$83,758	\$834,221	\$79,143
Capital Outlay	\$11,000	\$0	\$11,000	\$0
<b>Total GF/non-GF:</b>	<b>\$6,801,937</b>	<b>\$887,317</b>	<b>\$7,194,825</b>	<b>\$880,038</b>
<b>Program Total:</b>	<b>\$7,689,254</b>		<b>\$8,074,863</b>	
<b>Program FTE</b>	58.00	5.50	59.00	5.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$63,634	\$0	\$62,498	\$0
Fees, Permits & Charges	\$178,000	\$0	\$178,000	\$727,538
Intergovernmental	\$2,975,709	\$885,317	\$2,947,287	\$152,000
Other / Miscellaneous	\$0	\$2,000	\$0	\$500
<b>Total Revenue:</b>	<b>\$3,217,343</b>	<b>\$887,317</b>	<b>\$3,187,785</b>	<b>\$880,038</b>

**Explanation of Revenues**

County General Fund offset by Cafeteria/Catering Sales to the public \$178,000. FY13 amount based on three year average; Detention sub-lease to Washington County \$153,609. Annual amount per current lease agreement thru 2016; Detention Bed IGA with Clackamas and Washington County for 14+ beds each \$2,793,678. IGA with each County for 14 Beds \$1,396,839. Assuming daily rate @ \$282.69=\$1,444,546 plus estimated 12 Beds over minimum @ 282.69 = \$3,392 total \$1,447,938 less \$51,099 allocated to Corrections Health = \$1,396,839. All deposited into the general fund; Food commodities from the USDA ODE school lunch program for youth in Juvenile detention \$9,000. The value of food supplement is estimated based on the average received in the lower of three prior fiscal years; Funding from USDA ODE school lunch program youth in Juvenile detention \$143,000. Rates through 6/30/2012 are \$1.80 per breakfast served, \$2.79 per lunch served, and \$0.76 per snack served. Anticipating meal count at same level as FY12; Detention pay phone revenue \$500. DCJ receives 10% commission on pay phone usage. Amount based on declining revenues due to decreased phone usage; 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, Office of Refugee Resettlement (ORR) \$727,538.

**Significant Program Changes**

**Last year this program was:** #50018A, Juvenile Detention Services - 64 Beds

This program offer reflects an increase of 2 FTE transferred during FY12 from another program and a decrease of 1 FTE OA Sr (.50 as part of mid-year state rebalance and .50 converted as part of reconfigurations for Strategic Plan) for a net 1 FTE increase.

**Lead Agency:** Community Justice

**Program Contact:** Craig Bachman

**Program Offer Type:** Existing Operating

**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 Description

Of the 64 beds required to meet the County's daily detention needs, 28 beds are contracted and reserved for Clackamas and Washington Counties. The remaining 36 beds hold high risk Multnomah County youth who are NOT appropriate for community placement. Of those 36 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 2011 over 1,100 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Annual number of inmate/staff assaults	25	30	22	22
Outcome	Use of isolation and room confinement per 100 person days of detention	0.8%	1.0%	0.8%	0.8%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$641,649	\$0	\$636,564	\$0
Materials & Supplies	\$73,599	\$0	\$62,294	\$0
Internal Services	\$8,321	\$0	\$0	\$0
Total GF/non-GF:	<b>\$723,569</b>	<b>\$0</b>	<b>\$698,858</b>	<b>\$0</b>
Program Total:	<b>\$723,569</b>		<b>\$698,858</b>	
Program FTE	6.00	0.00	6.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes**

Last year this program was: #50018B, Juvenile Detention Services - 16 Beds

**Lead Agency:** Community Justice

**Program Contact:** Craig Bachman

**Program Offer Type:** Existing Operating

**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 Detention / Electronic Monitoring (CD/EM) program 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 Description

This program serves as an immediate sanction for youth who have gone to court and need additional support to assure compliance with probation. The program may supervise up to 40 clients daily and serves approximately 210 youth annually. CD/EM 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 CD/EM, each youth must make several daily phone calls to the CD/EM office for required check-ins. CD/EM 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 alternatives to detention, Multnomah County JSD would detain nearly 300 additional youth per year.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth served	201	230	210	210
Outcome	Percent of youth who attend their court appearance	97.0%	90.0%	97.0%	97.0%

### Performance Measure - Description

Output is unduplicated count of youth. Youth can be served more than once in a year.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$208,242	\$204,638	\$279,042	\$245,426
Contracts	\$33,150	\$0	\$33,150	\$0
Materials & Supplies	\$2,991	\$520	\$780	\$520
Internal Services	\$15,730	\$21,542	\$14,110	\$24,521
Total GF/non-GF:	<b>\$260,113</b>	<b>\$226,700</b>	<b>\$327,082</b>	<b>\$270,467</b>
Program Total:	<b>\$486,813</b>		<b>\$597,549</b>	
Program FTE	2.00	2.00	2.69	2.31
<b>Program Revenues</b>				
Indirect for dep't Admin	\$16,372	\$0	\$19,405	\$0
Intergovernmental	\$0	\$226,700	\$0	\$270,467
<b>Total Revenue:</b>	<b>\$16,372</b>	<b>\$226,700</b>	<b>\$19,405</b>	<b>\$270,467</b>

**Explanation of Revenues**

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$270,467. This is the budgeted amount for second half of the FY11-13 biennium.

**Significant Program Changes**

**Last year this program was:** #50019, Juvenile Community Detention/Electronic Monitoring

This program offer reflects an increase of 2 FTE transferred during FY12 from another program and a decrease of 1 FTE Juvenile Counselor converted as part of reconfiguration for Strategic Plan. Net increase 1 FTE

**Lead Agency:** Community Justice

**Program Contact:** Christina McMahan

**Program Offer Type:** Existing Operating

**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 Description

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 2011, shelter and residential placements served approximately 130 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth served	136	130	136	130
Outcome	Percent of youth who do not leave the shelter during their stay	69.0%	75.0%	64.0%	75.0%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$308,430	\$473,442	\$144,218	\$455,286
Internal Services	\$0	\$49,712	\$0	\$45,392
Total GF/non-GF:	<b>\$308,430</b>	<b>\$523,154</b>	<b>\$144,218</b>	<b>\$500,678</b>
Program Total:	<b>\$831,584</b>		<b>\$644,896</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$37,781	\$0	\$35,922	\$0
Intergovernmental	\$0	\$523,154	\$0	\$500,678
<b>Total Revenue:</b>	<b>\$37,781</b>	<b>\$523,154</b>	<b>\$35,922</b>	<b>\$500,678</b>

**Explanation of Revenues**

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$500,678. This is the budgeted amount for second half of the FY11-13 biennium.

**Significant Program Changes**

**Last year this program was:** #50020, Juvenile Shelter & Residential Placements

This program offer reflects a decrease in the number of shelter care beds. We anticipate being able to serve the same # of youth through decreasing length of stay.

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Delinquency Risk Assessment, Court Services, and Informal Probation Services (DRACSIPS) carries an average daily caseload of 100 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. In the first six months of FY 2010, 80% of DRACSIPS youth did not re-offend in the one year follow-up period.

DRACSIPS conducts daily intakes, responds to victim and public inquiries, and administers delinquency risk assessments. These assessments identify and divert low risk youth from further penetration into the justice system and funnel the highest risk youth to adjudication and probation services in order to effectively use scarce, public resources. DRACSIPS holds targeted medium and high risk juvenile offenders accountable, provides intervention and supervision, and aligns youth with other services designed to reduce recidivism, repair harm to victims and prevent school drop-outs.

The District Attorney's Office relies on DRACSIPS to review police reports of divertible misdemeanor and felony cases. Judges rely heavily on DRACSIPS to provide critical information and technical support for daily court docketing and proceedings.

### Program Description

DRACSIPS 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. DRACSIPS staff monitor the daily court docket, assist the Juvenile Court with dependency 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. DRACSIPS staff represent the Juvenile Services Division during these court proceedings.

DRACSIPS administers standardized, comprehensive delinquency risk assessments to identify children and youth who are at the highest risk to reoffend. Children age 11 and under who commit serious acts such as arson and felony assault are assessed and referred to specialized services. Medium and high 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, skill building groups and treatment services. DRACSIPS 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth diverted from juvenile system	1,078	900	900	900
Outcome	percent of diverted youth without new criminal referral within 12 months	79.0%	75.0%	80.0%	80.0%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,084,677	\$0	\$1,389,336	\$0
Contracts	\$32,000	\$153,221	\$32,000	\$137,183
Materials & Supplies	\$17,706	\$0	\$12,241	\$0
Internal Services	\$9,636	\$0	\$0	\$0
Total GF/non-GF:	<b>\$1,144,019</b>	<b>\$153,221</b>	<b>\$1,433,577</b>	<b>\$137,183</b>
Program Total:	<b>\$1,297,240</b>		<b>\$1,570,760</b>	
Program FTE	11.00	0.00	14.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$153,221	\$0	\$137,183
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$153,221</b>	<b>\$0</b>	<b>\$137,183</b>

**Explanation of Revenues**

County General Fund plus State funding through the Commission on Children, Families and Communities which are passed through to Court Appointed Special Advocates (CASA) \$137,183. Contract ends 6/30/2013.

**Significant Program Changes**

**Last year this program was:** #50021, Juvenile Delinquency Intake & Assessment and 50031 Juvenile Informal Intervention & Sanctions Program (JDIS). This program offer reflects an increase of 3.00 FTE transferred during FY12 from another program; 1.00 FTE transferred in FY13; and a decrease of 1.00 FTE Juvenile Counselor due to mid-year state rebalance. Net increase 3.00 FTE.

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Juvenile Female Probation Services (JFPS) women promotes public safety by annually supervising about 95 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 Description

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 probation officers meet with the youth and their families in the client's home, school, residential placements and other community settings. Probation officers 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 probation officer 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 probation officer holds the youth accountable and imposes sanctions ranging from community service to detention.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth supervised annually	97	120	95	95
Outcome	Percent of youth who did not penetrate further into the system	97.0%	0.0%	95.0%	95.0%

### Performance Measure - Description

✓ **Measure Changed**

Outcome measure changed - it measures percent of youth NOT having probation closed with YCF/DOC commitment. Number for 'FY12 Purchased' is not available.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$300,588	\$0	\$230,962	\$77,719
Materials & Supplies	\$10,255	\$0	\$8,075	\$0
Internal Services	\$2,628	\$0	\$0	\$7,749
Total GF/non-GF:	<b>\$313,471</b>	<b>\$0</b>	<b>\$239,037</b>	<b>\$85,468</b>
Program Total:	<b>\$313,471</b>		<b>\$324,505</b>	
Program FTE	3.00	0.00	2.24	0.76
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$6,132	\$0
Intergovernmental	\$0	\$0	\$0	\$85,468
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,132</b>	<b>\$85,468</b>

**Explanation of Revenues**

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP) funds \$85,468. This is the budgeted amount for second half of the FY11-13 biennium. Funding must be allocated to evidence-based programs.

**Significant Program Changes**

Last year this program was: #50023, Juvenile Probation Services for Young Women

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Juvenile Sex Offender Probation Supervision (JSOPS) protects public safety by holding approximately 100 adolescent sex offenders responsible for their actions. These youth are 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. Juvenile probation officers regularly communicate with schools and law enforcement about the status of these offenders.

### Program Description

The Juvenile Sex Offender Probation staff supervise adolescent sex offenders with court ordered conditions. 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 or be employed; and
- 3) Youth will be actively engaged in appropriate sex offender treatment.

Juvenile probation officers 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. Probation officers 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. Because these young people are high risk, specialized caseloads allow for close collaboration with community partners and implementation of Functional Family Probation Services.

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). JSOPS probation officers follow these practices and receive training on current research and best practices.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth supervised annually	98	100	100	100
Outcome	Percent of youth who did not penetrate further into the system	97.0%	0.0%	97.0%	97.0%

### Performance Measure - Description

✓ **Measure Changed**

Outcome measure changed - it measures percent of youth NOT having probation closed with YCF/DOC commitment. Number for 'FY12 Purchased' is not available.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$546,567	\$59,423	\$602,855	\$13,713
Contracts	\$100,000	\$0	\$100,000	\$0
Materials & Supplies	\$9,940	\$9,708	\$6,391	\$0
Internal Services	\$5,354	\$7,259	\$240	\$1,367
Total GF/non-GF:	<b>\$661,861</b>	<b>\$76,390</b>	<b>\$709,486</b>	<b>\$15,080</b>
Program Total:	<b>\$738,251</b>		<b>\$724,566</b>	
Program FTE	5.45	0.55	5.87	0.13
<b>Program Revenues</b>				
Indirect for dep't Admin	\$5,517	\$0	\$1,082	\$0
Intergovernmental	\$0	\$76,390	\$0	\$15,080
<b>Total Revenue:</b>	<b>\$5,517</b>	<b>\$76,390</b>	<b>\$1,082</b>	<b>\$15,080</b>

**Explanation of Revenues**

County General Fund plus US DOJ for the Comprehensive Approaches to Sex Offender Mgmt (CASOM) Grant \$15,080. Grant ends 9/30/2012.

**Significant Program Changes**

Last year this program was: #50024, Juvenile Sex Offender Probation Supervision

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Specialized outpatient treatment services for non court involved children/youth ages 4-18 with sexually acting out behaviors, provide developmentally appropriate services with a focus on preventing future sexual acting out and risky behavior. Children/youth and their families are referred to treatment by school, community providers, parents/families, the Department of County Human Services, and other child serving agencies. The length of treatment is about 18 months and clients are served based on their developmental stage.

### Program Description

Outpatient treatment served a total of 53 youth in FY 2011. The treatment modalities applied include: individual, group and family therapy; intensive case management; and psychiatric services. 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.

It should be noted, Medicaid and most insurance companies do not cover this specialized treatment for children with sexual acting out behavior. These services were previously funded by DCHS - Verity, but no longer qualify under that program. 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth served	0	0	55	55
Outcome	% of clients not involved in the juvenile justice system one year post-tx	0.0%	0.0%	80.0%	80.0%

### Performance Measure - Description

New program offer from DCJ (previously administered by DCHS). The outcome measure reflects the program target.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$0	\$0	\$225,000	\$0
Total GF/non-GF:	\$0	\$0	\$225,000	\$0
Program Total:	\$0		\$225,000	
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:

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Existing Operating

**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 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. 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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of outreach/contacts with suspected gang members/associates	0	0	1,300	1,300
Outcome	Number of gang-activity related criminal arrests	0	0	250	250

### Performance Measure - Description

New program offer with 'pass through' fund. Starting this year, EMGET will be seperated from previous anti-gang program offer.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$536,993	\$0	\$581,689
Internal Services	\$0	\$13,532	\$0	\$8,953
Total GF/non-GF:	<b>\$0</b>	<b>\$550,525</b>	<b>\$0</b>	<b>\$590,642</b>
Program Total:	<b>\$550,525</b>		<b>\$590,642</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$550,525	\$0	\$590,642
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$550,525</b>	<b>\$0</b>	<b>\$590,642</b>

**Explanation of Revenues**

Oregon Youth Authority East Metro Gang Enforcement Team (OYA EMGET) funds \$590,642. This is the budgeted amount for second half of the FY11-13 biennium.

**Significant Program Changes****Last year this program was:**

Last Year this program was included as part of 50025A Juvenile Gang Resource Intervention Team (GRIT). This is pass through funding from the State for the East Metro Gang Enforcement Team.

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Existing Operating

**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) formerly known as Gang Resource Intervention Team (GRIT), supervises approximately 200 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 of color to change their lives.

This offer also provides for restorative justice principles identified through work done within schools. Youth learn how to effectively navigate peer and teacher relationships and resolve conflicts that often lead to suspensions and/or expulsions.

### Program Description

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) which is grant funded. This grant funded project uses an inter-disciplinary approach to develop and implement plans for positive youth development, family support and community protection. RISE also partners with the 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 Counselors develop probation case plans that establish enforceable expectations and address victim restitution. Along with holding gang youth accountable through specialized supervision and sanctions, Juvenile Counselors 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. 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth supervised annually	0	0	200	200
Outcome	Percent of youth who did not penetrate further into the system	0.0%	0.0%	92.0%	92.0%

### Performance Measure - Description

Program significantly changed during FY12. Output is based on the estimated service capacity. Outcome measure indicates percent of youth NOT having probation closed with YCF/DOC commitment.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$862,687	\$749,816	\$372,105	\$675,211
Contracts	\$180,306	\$75,825	\$122,768	\$75,825
Materials & Supplies	\$95,363	\$30,153	\$55,609	\$23,067
Internal Services	\$191,426	\$86,106	\$123,086	\$73,788
Total GF/non-GF:	<b>\$1,329,782</b>	<b>\$941,900</b>	<b>\$673,568</b>	<b>\$847,891</b>
Program Total:	<b>\$2,271,682</b>		<b>\$1,521,459</b>	
Program FTE	8.60	7.40	4.02	6.65
<b>Program Revenues</b>				
Indirect for dep't Admin	\$65,270	\$0	\$58,116	\$0
Intergovernmental	\$0	\$941,900	\$0	\$847,891
<b>Total Revenue:</b>	<b>\$65,270</b>	<b>\$941,900</b>	<b>\$58,116</b>	<b>\$847,891</b>

**Explanation of Revenues**

County General Fund plus Federal Juvenile Accountability Block Grant \$71,621. The grant funds \$143,242, of which 50% goes to the DA. DCJ meets the required 10% CGF match of 15,916 with personnel costs; Oregon Youth Authority (OYA) Flex Fund Grant \$107,037. This is the budgeted amount for second half of the FY11-13 biennium; Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$669,233. This is the budgeted amount for second half of the FY11-13 biennium.

**Significant Program Changes**
 **Significantly Changed**
**Last year this program was:**

50022 Juvenile Probation Services for Young Men and part of 50025A Juvenile Gang Resource Intervention Team (GRIT). This program offer reflects a decrease of 5.33 FTE due to transfers to/from other programs in both FY12 & FY13. This was part of a reorganization of our Juvenile Services Division.

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Low Risk Unit promotes public safety and accountability by annually supervising 80 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 further penetrating 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 Description

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 from Multnomah County, this unit also supervises 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth supervised annually	0	0	80	80
Outcome	Percent of youth who did not penetrate further into the system	0.0%	0.0%	99.0%	99.0%

### Performance Measure - Description

New program. Output is based on the estimated service capacity. Outcome measure indicates percent of youth NOT having probation closed with YCF/DOC commitment.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$152,588	\$152,605	\$152,604
Materials & Supplies	\$0	\$0	\$260	\$0
Internal Services	\$0	\$16,022	\$0	\$15,214
Total GF/non-GF:	<b>\$0</b>	<b>\$168,610</b>	<b>\$152,865</b>	<b>\$167,818</b>
Program Total:	<b>\$168,610</b>		<b>\$320,683</b>	
Program FTE	0.00	1.50	1.50	1.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$12,176	\$0	\$12,040	\$0
Intergovernmental	\$0	\$168,610	\$0	\$167,818
<b>Total Revenue:</b>	<b>\$12,176</b>	<b>\$168,610</b>	<b>\$12,040</b>	<b>\$167,818</b>

**Explanation of Revenues**

County General Fund plus Portland Public Schools Grant \$167,818. Agreement ends 6/30/2012 and covers 75% of personnel costs, plus indirect. Anticipating funding will continue under the same terms into FY13.

**Significant Program Changes****Last year this program was:**

New Program established in FY12. This program offer reflects an increase of 1 FTE transferred during FY12 from another program and 2 FTE transferring in FY13. History reflects the FY12 funding by Portland Public Schools in FY12 Offer 50028 YDS of 2 positions at .75 FTE each. These positions are moving to this offer in FY13 includes .50 FTE matched by the County. This was part of a reorganization of our Juvenile Services Division.

**Lead Agency:** Community Justice

**Program Contact:** Craig Bachman

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Community Service and Project Payback (CSPP) Program includes a number of components and services that together constitute an effective public safety investment that serves approximately 450 juveniles per year. The program's purpose is to hold juvenile offenders accountable and provide them with opportunities to repair harm to victims and the community. CSPP provides youth with opportunities to earn money to repay victims and give back to the community. In FY 2011, CSPP youth performed approximately 3,000 hours of community services.

### Program Description

CSPP provides youth with opportunities to complete court mandated community service and pay victims restitution. Youth in Project Payback can earn money for court ordered fiscal obligations and payments to the State Victims' Crime Fund. All youth participating in community service or Project Payback are doing so as a condition of their probation or as a sole sanction.

By utilizing the National Restorative Justice Model, CSPP empowers youth to repair the harm they caused victims. The participants in the program include informally sanctioned, post-adjudicated and Measure 11 youth who are currently under the Department's supervision.

Community Service and Project Payback are the primary sanctioning options used by juvenile court judges. Without these options, at least 90% of DCJ youth would not be able to earn money for restitution and fines. This program is also the primary detention alternative for all DCJ youth, ensuring that costly detention beds are reserved for appropriate youth.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of hours of community service performed	2,894	3,500	2,800	2,800
Outcome	Number of dollars of restitution paid	71,692	90,000	72,000	72,000

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$562,774	\$0	\$568,986	\$0
Contracts	\$0	\$94,633	\$0	\$95,088
Materials & Supplies	\$34,289	\$0	\$30,140	\$0
Internal Services	\$72,514	\$9,935	\$69,622	\$9,480
Total GF/non-GF:	<b>\$669,577</b>	<b>\$104,568</b>	<b>\$668,748</b>	<b>\$104,568</b>
Program Total:	<b>\$774,145</b>		<b>\$773,316</b>	
Program FTE	6.00	0.00	6.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$7,551	\$0	\$7,502	\$0
Intergovernmental	\$0	\$104,568	\$0	\$104,568
<b>Total Revenue:</b>	<b>\$7,551</b>	<b>\$104,568</b>	<b>\$7,502</b>	<b>\$104,568</b>

**Explanation of Revenues**

County General Fund plus 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 for \$29,568 to provide youth work crew through Project Payback for twice weekly litter pick-up. Proceeds used for victim restitution. Anticipating funding will be at the same level for FY13.

**Significant Program Changes**

Last year this program was: #50026, Juvenile Community Service & Project Payback Program

**Lead Agency:** Community Justice

**Program Contact:** Thuy Vanderlinde

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Residential Alcohol and Drug (RAD) Program is an important public safety program that serves the County's juvenile justice population. RAD is a secure treatment program for high risk probation youth with serious drug and alcohol abuse, chronic offending behaviors, and mental health issues. RAD is a "last chance" resource for youth who have been unsuccessful in community-based treatment and are facing commitment to a youth correctional facility. In FY 2011, 7 out of 10 youth did not recidivate one year after leaving the program.

### Program Description

RAD is an 18-bed secure residential treatment unit located in the Department of Community Justice's (DCJ) detention facility. The secure facility environment prevents highly addicted and impulsive clients from using drugs, reoffending or running away. The average length of stay is 126 days. It is co-managed by DCJ and Morrison Child and Family Services and provides intensive drug and alcohol services to high risk male and female juvenile probationers.

While in treatment, youth attend school, receive addiction treatment, mental health services, family therapy, life skills training and participate in pro-social activities that support sobriety. RAD differs from community-based alcohol and drug treatment programs by its ability to address delinquency, aggression and gang involvement as well as addiction and mental health issues. Clients are also offered the opportunity to complete restitution/community service, and are provided client-specific transition plans that support sobriety, school enrollment and vocational/employment placement.

National reports underscore the need to intervene with juvenile alcohol and drug abuse. Seventy-five percent of juvenile offenders have a history of substance abuse (Belenko, Sprott and Peterson 2004). Because of the developmental stage during adolescence, it is a time of heightened vulnerability to emotional, behavioral and substance use disorders (Rosser, Stevens and Ruiz 2005). The earlier a youth begins to use drugs, the more challenging it is to treat them. Therefore, adolescence is the most critical period for intervention efforts (Hse, Grella, Collins and Teruya 2003).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth served	64	75	65	65
Outcome	Percent of youth completed the treatment when exit	75.0%	0.0%	75.0%	75.0%

### Performance Measure - Description

✔ **Measure Changed**

Outcome measure changed so no data for 'FY12 Purchased'.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$68,461	\$776,379	\$84,227	\$773,038
Contracts	\$225,528	\$564,757	\$317,875	\$564,757
Materials & Supplies	\$24,823	\$6,084	\$16,142	\$6,097
Internal Services	\$119,008	\$138,114	\$129,006	\$133,986
Total GF/non-GF:	<b>\$437,820</b>	<b>\$1,485,334</b>	<b>\$547,250</b>	<b>\$1,477,878</b>
Program Total:	<b>\$1,923,154</b>		<b>\$2,025,128</b>	
Program FTE	0.00	8.00	0.18	7.82
<b>Program Revenues</b>				
Indirect for dep't Admin	\$104,164	\$0	\$106,033	\$0
Intergovernmental	\$0	\$1,485,334	\$0	\$1,477,878
<b>Total Revenue:</b>	<b>\$104,164</b>	<b>\$1,485,334</b>	<b>\$106,033</b>	<b>\$1,477,878</b>

**Explanation of Revenues**

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP) funds \$719,516. This is the budgeted amount for second half of the FY11-13 biennium. Funding must be allocated to evidence-based programs; Behavioral Rehabilitation Services (BRS), a form of Medicaid \$758,362. Estimate based on FY12 CYE.

**Significant Program Changes**

**Last year this program was:** #50027A, Juvenile Secure Residential A&D Treatment (RAD)  
and 50027B

**Lead Agency:** Community Justice

**Program Contact:** Thuy Vanderlinde

**Program Offer Type:** Existing Operating

**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 150 probationers per year. In conjunction with these services, this program also provides mental health care coordination and intervention to approximately 200 detained youth each year. In FY 2009, approximately 70% of youth did not recidivate one year after ATYF program involvement--closely matching the overall recidivism rate for juveniles, despite serving a more challenging population.

### Program Description

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, 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.

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 Residential Alcohol & Drug (RAD) 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth served	158	140	150	150
Outcome	Percent of youth referred for further treatments after assessment	47.0%	0.0%	50.0%	50.0%

### Performance Measure - Description

✓ **Measure Changed**

Outcome measure changed. data for 'FY12 Purchased' is not available.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$199,756	\$1,069,086	\$56,896	\$1,131,348
Contracts	\$0	\$56,000	\$0	\$56,000
Materials & Supplies	\$27,331	\$9,754	\$14,377	\$12,398
Internal Services	\$20,073	\$114,457	\$14,779	\$119,615
Total GF/non-GF:	<b>\$247,160</b>	<b>\$1,249,297</b>	<b>\$86,052</b>	<b>\$1,319,361</b>
Program Total:	<b>\$1,496,457</b>		<b>\$1,405,413</b>	
Program FTE	2.23	9.77	0.55	10.45
<b>Program Revenues</b>				
Indirect for dep't Admin	\$85,859	\$0	\$94,660	\$0
Intergovernmental	\$0	\$1,249,297	\$62,568	\$1,319,361
<b>Total Revenue:</b>	<b>\$85,859</b>	<b>\$1,249,297</b>	<b>\$157,228</b>	<b>\$1,319,361</b>

**Explanation of Revenues**

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP) funds \$762,289. This is the budgeted amount for second half of the FY11-13 biennium. Funding must be allocated to evidence-based programs; Oregon Commission on Children & Families Juvenile Crime Prevention (OCCF JCP) funds \$402,594. This is the budgeted amount for second half of the FY11-13 biennium; Medicaid insurance reimbursement for FQHC eligible services from Verity, CareOregon, and DMAP \$217,046. Revenue based on 3 year average using FY12 CYE.

**Significant Program Changes**

**Last year this program was:** #50029A, Juvenile Assessment & Treatment for Youth & Families (ATYF) and 50029B - Juvenile Assessment & Treatment for Youth & Families (ATYF) - State Funding Scale Up  
This program offer reflects a decrease of 1 FTE Mental Health Counselor converted as part of reconfiguration for Strategic Plan.

**Lead Agency:** Community Justice

**Program Contact:** Thach Nguyen

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Culturally Specific Intervention Services (CSIS) is a family- and community-centered collaboration designed to stop youth and gang violence in Multnomah County by addressing its root causes. This new 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. CSIS provides culturally specific services to medium and high risk African American and Latino youth and their families. This program serves 120 families annually.

### Program Description

CSIS 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.

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 CSIS 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 CSIS prevents unnecessary and expensive detainment in correctional facilities.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth/family served	0	0	120	120
Outcome	Percent of youth completed the program	0.0%	0.0%	75.0%	75.0%

### Performance Measure - Description

Program with new providers. Output is based on the estimated service capacity. Output is based on projected service capacity. Outcome is estimated.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$29,440
Contracts	\$75,931	\$339,083	\$373,248	\$69,305
Internal Services	\$0	\$35,604	\$0	\$9,845
<b>Total GF/non-GF:</b>	<b>\$75,931</b>	<b>\$374,687</b>	<b>\$373,248</b>	<b>\$108,590</b>
<b>Program Total:</b>	<b>\$450,618</b>		<b>\$481,838</b>	
Program FTE	0.00	0.00	0.00	0.33
<b>Program Revenues</b>				
Indirect for dep't Admin	\$27,059	\$0	\$7,791	\$0
Intergovernmental	\$0	\$374,687	\$0	\$108,590
<b>Total Revenue:</b>	<b>\$27,059</b>	<b>\$374,687</b>	<b>\$7,791</b>	<b>\$108,590</b>

**Explanation of Revenues**

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$58,590. This is the budgeted amount for second half of the FY11-13 biennium; Oregon Commission on Children and Families (OCCF) Title II Formula Grant - Disproportionate Minority Contact \$50,000. Current grant award ends 6/30/2012. Anticipating no-cost extension to 10/31/2012.

**Significant Program Changes**

**Last year this program was:** #50030A, Juvenile Culturally Specific Intervention  
and 50030B - Juvenile Culturally Specific Intervention  
The program offer reflects a change of .33 FTE transferring from other program in FY13.

**Lead Agency:** Community Justice

**Program Contact:** Carl Goodman

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

Adult Services Management (ASM) provides leadership and direction for the supervision of approximately 8,300 adult offenders in the community. 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.

This program offer supports critical oversight and leadership for our adult staff, as significant reductions in recidivism have been achieved.

### Program Description

Adult Services Division managers are responsible for regulating policy, maintaining quality services and implementing evidence-based 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).

Within ASM, the Survival Skills Manager is responsible for the development, implementation and oversight of a training program that enables sworn and armed Parole/Probation Officers (PPO) to meet department and legal mandates.

A sustainability liaison dedicates 10 hours per month to educate and facilitate implementation of recycling, waste reduction and other sustainability efforts within the Department. These efforts align with the Climate Action Plan Objective 18-8 and facilitate 75% of waste reductions within city and county operations.

As budget reductions necessitate that we focus our 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 as we continue moving towards even more efficient supervision plans that reduce recidivism rates associated with high risk offenders.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served annually	8,278	8,300	8,269	8,300
Outcome	Percent of offenders not recidivating one year post admit to supervision	92.0%	91.0%	90.0%	90.0%

### Performance Measure - Description

Recidivism is measured by 12 months new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,372,984	\$161,857	\$1,181,133	\$169,749
Contracts	\$47,713	\$0	\$4,000	\$0
Materials & Supplies	\$287,831	\$0	\$343,660	\$0
Internal Services	\$35,787	\$0	\$33,850	\$0
Total GF/non-GF:	<b>\$1,744,315</b>	<b>\$161,857</b>	<b>\$1,562,643</b>	<b>\$169,749</b>
Program Total:	<b>\$1,906,172</b>		<b>\$1,732,392</b>	
Program FTE	9.00	1.00	7.50	1.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$161,857	\$0	\$169,749
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$161,857</b>	<b>\$0</b>	<b>\$169,749</b>

**Explanation of Revenues**

County General Fund plus National Institute of Corrections (NIC) \$169,749 for DCJ employee on loan to agency in Washington DC. Personnel costs fully reimbursed by partner agency.

**Significant Program Changes**

**Last year this program was:** #50032, DCJ Adult Services Management

This program offer reflects a decrease of 1.50; .50 CJM transferred during FY12 as part of span of control and 1 FTE Manager Sr cut in FY13.

**Lead Agency:** Community Justice

**Program Contact:** Bill Penny

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

By assessing a defendant's potential 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 most likely appear for court hearings and is a low risk to reoffend, he/she is released. This process allows for scarce jail beds to be reserved for higher risk defendants.

Data from FY 2011 has shown that nine out of ten defendants released by Recog returned for their scheduled court appearance. A recent study designed to measure the success of Recog's risk assessment tool found, "The Recog instrument currently provides sound guidance about which defendants can be safely released on their own recognizance. Any recommended modifications to the instrument are designed to improve upon these already encouraging results." (Dedel, 2008)

### Program Description

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.

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of cases processed annually	21,896	32,500	35,736	35,000
Outcome	Percent of interviewed defendants who return to court	94.0%	88.0%	94.0%	90.0%

### Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$1,314,345	\$0	\$1,390,653	\$0
Contracts	\$378	\$0	\$383	\$0
Materials & Supplies	\$22,587	\$0	\$12,817	\$0
Internal Services	\$12,979	\$0	\$0	\$0
Total GF/non-GF:	\$1,350,289	\$0	\$1,403,853	\$0
Program Total:	\$1,350,289		\$1,403,853	
Program FTE	14.80	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: #50033, Adult Recog Program

**Lead Agency:** Community Justice

**Program Contact:** Bill Penny

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Pre-Trial Supervision Program (PSP) performs functions necessary for public safety and the effective operation of the local justice system. PSP uses Oregon Revised Statute (ORS) release criteria to assess safety risks of defendants to determine their potential to attend court once out of custody. During 2011, about 2,200 defendants were supervised and 1,100 investigated by PSP. The defendants were maintained in the community instead of occupying scarce and expensive jail beds. In FY 2011, less than 1% of felony defendants were arrested for another felony offense while under PSP supervision. In addition, during the first 6 months of FY 2011, 90% of felony defendants appeared for their court dates.

### Program Description

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.

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 re-offense and failure to appear (FTA) rates for PSP clients are substantially lower than similar programs in other cities (Cohen and Reaves 2007).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	3,533	3,400	3,307	3,400
Outcome	Percent of released defendants who do not FTA	86.0%	90.0%	95.0%	90.0%

### Performance Measure - Description

FTA is Failure to Appear.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,413,451	\$0	\$1,334,362	\$0
Contracts	\$378	\$0	\$383	\$0
Materials & Supplies	\$31,940	\$0	\$20,832	\$0
Internal Services	\$73,016	\$0	\$66,472	\$0
Total GF/non-GF:	<b>\$1,518,785</b>	<b>\$0</b>	<b>\$1,422,049</b>	<b>\$0</b>
Program Total:	<b>\$1,518,785</b>		<b>\$1,422,049</b>	
Program FTE	16.00	0.00	15.00	0.00
<b>Program Revenues</b>				
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes****Last year this program was:** #50034, Adult Pretrial Supervision Program

This program offer reflects a decrease of 1 FTE transferred during FY12 to another program.

**Lead Agency:** Community Justice

**Program Contact:** Erika Preuitt

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Department of Community Justice (DCJ) computer forensics laboratory is a unique critical service for community justice agencies nationwide. 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.

### Program Description

DCJ maintains a secure digital evidence laboratory in which forensic examinations of electronic storage devices are analyzed using scientific procedures. 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.

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. Without access to forensic services, officers are unable to assess whether an offender is engaging in anonymous criminal activity through the world of cyberspace.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of gigabytes examined.	12,219	30,000	12,554	19,970
Outcome	Number of devices examined	257	350	126	180

### Performance Measure - Description

For interpretation purposes: 1 GB equals approximately 695 floppy disks.



Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$260,450	\$0	\$271,943	\$0
Materials & Supplies	\$7,551	\$0	\$9,819	\$0
Internal Services	\$19,894	\$0	\$19,013	\$0
Total GF/non-GF:	\$287,895	\$0	\$300,775	\$0
Program Total:	\$287,895		\$300,775	
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: #50035, Adult Forensics Unit

**Lead Agency:** Community Justice

**Program Contact:** Bill Penny

**Program Offer Type:** Existing Operating

**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 unit 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 Description

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. Hearings Officers (HO) conduct local parole hearings and determine consequences for offenders found in violation of supervision. HO's 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 unit 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, treatment providers, and the community, this unit provides effective interventions and helps ensure efficient operations of the local justice system.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of local control offenders served in the community	12.0%	11.0%	12.0%	10.0%
Outcome	Percent of offenders not recidivating one year post admit	83.0%	82.0%	83.0%	83.0%

### Performance Measure - Description

Recidivism is measured by 12 months new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$228,181	\$891,166	\$120,147	\$910,599
Contracts	\$108,721	\$2,000	\$6,696	\$2,000
Materials & Supplies	\$174,086	\$17,254	\$41,518	\$11,554
Internal Services	\$698,770	\$113,098	\$878,291	\$105,649
Total GF/non-GF:	<b>\$1,209,758</b>	<b>\$1,023,518</b>	<b>\$1,046,652</b>	<b>\$1,029,802</b>
Program Total:	<b>\$2,233,276</b>		<b>\$2,076,454</b>	
Program FTE	3.00	9.00	2.00	9.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$73,915	\$0	\$73,885	\$0
Intergovernmental	\$0	\$1,023,518	\$0	\$1,029,802
<b>Total Revenue:</b>	<b>\$73,915</b>	<b>\$1,023,518</b>	<b>\$73,885</b>	<b>\$1,029,802</b>

**Explanation of Revenues**

County General Fund plus State Department of Corrections (DOC) \$984,561. This is the budgeted amount for second half of the FY11-13 biennium. There is some flexibility on how funding is allocated; State Board of Parole Hearings fund \$45,241. Anticipating same level of funding as FY12.

**Significant Program Changes**

**Last year this program was:** #50036, Adult Parole/Post Prison Violation Hearings & Local Control  
 This program offer reflects a decrease of 1 FTE transferred during FY12 to another program.

**Lead Agency:** Community Justice

**Program Contact:** Truls Neal

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

By providing reintegration and supportive services for approximately 5,000 offenders per year, 1,200 of which are deemed high risk and violent (including psychopaths, predatory sex offenders and persons with special needs), the Transition Services Unit (TSU) reduces an offender's risk to reoffend. Services provided include housing, access to medical benefits, mental health services and substance abuse treatment. Meeting with the offenders prior to their release ("Reach In") is important because this practice reduces the abscond rate for post-prison releases in Multnomah County.

### Program Description

In addition to providing stabilizing services after release, TSU also works with incarcerated offenders to provide re-entry planning up to 120 days prior to their release. This process is facilitated by in-custody interviews, known as "Reach Ins." Potential risks are identified during Reach In sessions, allowing for the development of appropriate supervision plans and preparation for potential road blocks that could impede an offender's successful transition.

Research shows an offender is most likely to reoffend within the community at the time of release from prison (re-entry) due to the culture shock of transitioning from an extremely controlled environment to one that allows and requires people to make decisions for themselves (VERA Institute of Justice 2000). Further data gathered from studies conducted by the Department of Community Justice (DCJ) revealed:

- 1) Offenders who receive TSU services have lower recidivism rates and lower arrest rates than those without services;
- 2) The overall abscond rate of offenders receiving TSU services is only about 5%; and
- 4) 87% of high risk, high need offenders were able to move into stable housing, obtain employment, and complete their GED.

TSU housing provides short- and long-term housing/shelter to 252 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 \$170.00 per day to keep an offender in jail.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of housing placements made	5,046	3,100	4,872	4,500
Outcome	Percent of offenders with reach-in services who report within 14 days of release	99.0%	99.0%	99.0%	99.0%

### Performance Measure - Description

Outcome estimations based on previous year's data.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,213,288	\$0	\$0	\$1,437,963
Contracts	\$1,311,236	\$748,652	\$1,168,557	\$479,352
Materials & Supplies	\$117,266	\$191,475	\$261,408	\$29,117
Internal Services	\$95,134	\$61,484	\$11,312	\$189,055
Total GF/non-GF:	<b>\$2,736,924</b>	<b>\$1,001,611</b>	<b>\$1,441,277</b>	<b>\$2,135,487</b>
Program Total:	<b>\$3,738,535</b>		<b>\$3,576,764</b>	
Program FTE	12.00	0.00	0.00	14.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$46,727	\$0	\$149,614	\$0
Intergovernmental	\$0	\$1,001,611	\$0	\$2,135,487
<b>Total Revenue:</b>	<b>\$46,727</b>	<b>\$1,001,611</b>	<b>\$149,614</b>	<b>\$2,135,487</b>

**Explanation of Revenues**

County General Fund plus State Department of Corrections (DOC) \$1,990,116. This is the budgeted amount for second half of the FY11-13 biennium. There is some flexibility on how funding is allocated; State Alternative Incarceration Program (AIP) \$55,514. This is the budgeted amount for second half of the FY11-13 biennium; State Second Chance Act Grant \$50,192. This grant also includes a general fund match equal to the grant award amount; US DOJ Family Support for Treatment & Re-entry Success Grant \$39,665. Pass-through to Center for Family Success. Award ends 9/30/2012.

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #50037, Adult Transition and Re-Entry Services  
& 50052 - Adult Offender Housing

This program offer reflects an increase of 3 FTE transferred during FY12 from another program and a decrease of 1 FTE Corrections Counselor in FY13. FY13 Reduction of 29 housing beds effective 9/1/12 due to end of funding from 2nd Chance Act Housing Grant; Closing three houses for Women's Transition Housing.

**Lead Agency:** Community Justice

**Program Contact:** Truls Neal

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The period immediately following release from prison is a particularly high risk time for offenders. The Re-entry Enhancement Coordination (REC) Program and Mercy Corps Reentry Transition Center (RTC) are funded through the Edward Byrne Memorial Justice Assistance Grant Programs. Each program provides targeted transition services to medium and high risk offenders. The REC team builds on the success of prison based substance abuse treatment and co-occurring disorder treatment offenders receive while incarcerated. Mercy Corps RTC is a community based reentry center serving any offender released from federal, state or local incarceration. The goals of these programs entail: reducing offender recidivism, relapse and use of addictive substances; increasing offenders' engagement with treatment; and increasing offenders' ability to attain and maintain stable housing and employment.

### Program Description

The REC program portion of this offer provides transition services for up to 150 offenders transitioning from Oregon State prisons who have successfully completed substance abuse and/or co-occurring disorder treatment. The REC team members include Volunteers of America (for substance abuse treatment) and SE Works (for employment readiness and job coaching). In addition, the Department of Community Justice (DCJ) contracts with Bridges to Change in order to receive alcohol and drug free transitional housing and recovery peer mentors.

The REC team's essential wraparound services in the first few months of release include: institutional reach-ins; coordination and oversight of services; and collaborative offender case management. The breakdown of annual services includes: 40 evidence-based outpatient substance abuse and co-occurring treatment slots; 23 alcohol and drug free transitional housing beds; 3 recovery peer mentors; and 1 employment and job development specialist. DCJ monitors compliance with the grant and collects data as required.

Mercy Corps RTC portion of this offer provides up to 400 offenders re-entering the community from federal, state and local correctional facilities access to resources and support at a community based Re-Entry Transition Center (RTC). The RTC staff will maintain and develop strong collaborative and working relationships with federal, state, county agencies, community groups, faith based organizations, businesses and landlords, to improve community resources and reentry efforts.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of clients drug free during treatment	73.0%	87.0%	87.0%	87.0%
Outcome	Percent of offenders not recidivating one year post admit	0.0%	0.0%	82.0%	82.0%

### Performance Measure - Description

✓ **Measure Changed**

Recidivism is a measure of new felony convictions while in program using a recidivism rate.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$29,137	\$0	\$29,635
Contracts	\$0	\$585,711	\$0	\$594,275
Materials & Supplies	\$0	\$41,399	\$0	\$16,140
Internal Services	\$0	\$65,626	\$0	\$63,814
Total GF/non-GF:	<b>\$0</b>	<b>\$721,873</b>	<b>\$0</b>	<b>\$703,864</b>
Program Total:	<b>\$721,873</b>		<b>\$703,864</b>	
Program FTE	0.00	0.25	0.00	0.25
<b>Program Revenues</b>				
Indirect for dep't Admin	\$49,088	\$0	\$50,501	\$0
Intergovernmental	\$0	\$721,873	\$0	\$703,864
<b>Total Revenue:</b>	<b>\$49,088</b>	<b>\$721,873</b>	<b>\$50,501</b>	<b>\$703,864</b>

**Explanation of Revenues**

Edward Byrne Memorial Justice Grant \$555,244. Award period through 6/30/2013 which includes a required 11% CGF match of \$64,025. Match is budgeted in program offer 50043-Adult Programs Unit; CJC Re-entry Resource Center Grant \$148,620. Award ends 9/30/2012.

**Significant Program Changes**

**Last year this program was:** #50038, Adult Re-Entry Enhancement Coordination Grant  
Pass through funding for Re-entry Resource Center ends 9/30/12.

**Lead Agency:** Community Justice

**Program Contact:** Erika Preuitt

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Multnomah County's High Risk Generic Supervision unit has been nationally recognized for the use of evidence-based strategies, including the development of a system used 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 Description

High Risk Generic Supervision uses research-based strategies to supervise high risk offenders on probation and parole. The Department of Community Justice (DCJ) utilizes the Level of Service/Case Management Inventory (LS/CMI) assessment tool 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.

Parole/Probation Officers (PPO) 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	1,872	2,415	1,902	1,900
Outcome	Percent of offenders not recidivating one year post admit	89.0%	89.0%	86.0%	89.0%

### Performance Measure - Description

Recidivism is measured by 12 months new felony conviction following current admit date.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$928,249	\$7,127,296	\$2,193,285	\$5,429,480
Contracts	\$50,000	\$231,774	\$67,340	\$141,746
Materials & Supplies	\$68,575	\$159,620	\$9,164	\$134,129
Internal Services	\$877,364	\$823,236	\$799,340	\$568,822
Total GF/non-GF:	<b>\$1,924,188</b>	<b>\$8,341,926</b>	<b>\$3,069,129</b>	<b>\$6,274,177</b>
Program Total:	<b>\$10,266,114</b>		<b>\$9,343,306</b>	
Program FTE	9.39	69.74	21.24	52.37
<b>Program Revenues</b>				
Indirect for dep't Admin	\$602,431	\$0	\$450,152	\$0
Fees, Permits & Charges	\$0	\$226,271	\$0	\$210,246
Intergovernmental	\$0	\$8,115,655	\$0	\$6,063,931
Other / Miscellaneous	\$156,204	\$0	\$276,189	\$0
<b>Total Revenue:</b>	<b>\$758,635</b>	<b>\$8,341,926</b>	<b>\$726,341</b>	<b>\$6,274,177</b>

**Explanation of Revenues**

County General Fund plus Circuit Court Jail Assessments \$276,189 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) \$5,983,304. This is the budgeted amount for second half of the FY11-13 biennium. There is some flexibility on how funding is allocated; US DOJ BJA Congressionally Selected Award Program Grant \$80,627. Award ends 9/30/2012; Interstate Compact fees from clients \$5,350 per ORS 423.570. This is a one-time-only fee set at \$50 per Board Resolution for clients applying to be supervised on another state; Probation Supervision fees from clients \$204,896. 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**
 **Significantly Changed**

**Last year this program was:** #50040A, Adult Field Services-High Risk Generic Supervision & 50040B - Adult Field Services-High Risk Generic Supervision - State Funding Scale Up

This program offer reflects a decrease in FY12 of 2 FTE Probation Officers, 1 FTE Addictions Specialist, 1 FTE Records Tech as part of our mid-year state rebalance; a transfer of .52 FTE to other program; a reduction in FY13 of 1 FTE Clinical Coordinator. Net decrease of 5.52 FTE. Elimination of expanded Community Partners Reinvestment program due to US DOJ BJA Congressional award grant ending 9/30/12; Closing of mid-County field office & transitioning staff to other location in FY13.

**Lead Agency:** Community Justice

**Program Contact:** Erika Preuitt

**Program Offer Type:** Existing Operating

**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 Description

This program will address the work force needs of African American offenders who are 24-45 years of age and who are under supervision with Multnomah County Department of Community Justice. The provider selected to run this program will be expected to use a specific curriculum designed to change the way people think. By changing negative thought patterns regarding attitudes, values and their peers, offenders will have a better chance of finding and retaining employment.

Offenders assigned to this program will be selected by Parole and Probation Officers 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	0	25	25	50
Outcome	Percent of offenders who gain employment while in the program	0.0%	0.0%	0.0%	60.0%

### Performance Measure - Description

✓ **Measure Changed**

Outcome is new.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$50,000	\$0	\$50,000	\$0
Total GF/non-GF:	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>
Program Total:	<b>\$50,000</b>		<b>\$50,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes**

**Last year this program was:** #50040D, Re-entry Employment Services for African American Males  
This new program begins in FY12. Provider is still to be selected.

**Lead Agency:** Community Justice

**Program Contact:** Erika Preuitt

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Mentally Ill 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), treatment providers and most community groups that work with this population. 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.

### Program Description

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 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 50009, 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	196	215	207	210
Outcome	Percent of offenders not recidivating one year post admit	86.0%	95.0%	85.0%	90.0%

### Performance Measure - Description

Recidivism is measured by 12 month new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$341,179	\$377,766	\$746,307	\$0
Materials & Supplies	\$5,987	\$780	\$3,060	\$0
Internal Services	\$5,269	\$39,747	\$0	\$0
Total GF/non-GF:	<b>\$352,435</b>	<b>\$418,293</b>	<b>\$749,367</b>	<b>\$0</b>
Program Total:	<b>\$770,728</b>		<b>\$749,367</b>	
Program FTE	3.00	3.00	6.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$30,208	\$0	\$0	\$0
Intergovernmental	\$0	\$418,293	\$0	\$0
<b>Total Revenue:</b>	<b>\$30,208</b>	<b>\$418,293</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes**Last year this program was: #50041, Adult Mentally Ill Offender Supervision

**Lead Agency:** Community Justice

**Program Contact:** Truls Neal

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Adult Programs unit is an important public safety program designed to reduce drug use, increase treatment success and prevent further arrests for more than 480 high risk drug addicted adult offenders each year. This unit involves offenders in substance abuse treatment while actively supervising and managing the offender's criminal behavior through collaboration with law enforcement, community partners and treatment providers. About 8 out of 10 offenders supervised by this unit did not recidivate in a three year period following their convictions.

### Program Description

The Adult Programs unit works closely with community partners to engage offenders in substance abuse treatment. This unit supervises offenders released from state prisons, specifically those released from the SUMMIT Boot Camp program, and ensures the offenders receive aftercare and related services in the community to maintain their abstinence. Parole/Probations Officers from this unit also work with chronic offenders transitioning from prison-based residential treatment to community-based outpatient treatment.

Research shows punishment alone is unlikely to change behavior, but consequences combined with alcohol and drug abuse treatment reduce the number of new crimes committed (Andrews 1994). The Adult Programs unit supports public safety by targeting high risk drug offenders and holding them accountable through active community supervision and the use of evidence-based services designed to change behavior.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	480	490	490	490
Outcome	Percent of offenders not recidivating one year post admit	80.0%	80.0%	80.0%	80.0%

### Performance Measure - Description

Recidivism is measured by 12 months new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$436,118	\$1,021,839	\$114,294	\$602,661
Contracts	\$0	\$1,875	\$0	\$1,460
Materials & Supplies	\$19,518	\$16,110	\$10,300	\$16,260
Internal Services	\$11,835	\$109,565	\$380	\$61,851
Total GF/non-GF:	<b>\$467,471</b>	<b>\$1,149,389</b>	<b>\$124,974</b>	<b>\$682,232</b>
Program Total:	<b>\$1,616,860</b>		<b>\$807,206</b>	
Program FTE	2.91	9.34	0.96	4.79
<b>Program Revenues</b>				
Indirect for dep't Admin	\$83,005	\$0	\$48,947	\$0
Fees, Permits & Charges	\$0	\$51,577	\$0	\$35,262
Intergovernmental	\$0	\$1,097,812	\$0	\$646,970
<b>Total Revenue:</b>	<b>\$83,005</b>	<b>\$1,149,389</b>	<b>\$48,947</b>	<b>\$682,232</b>

**Explanation of Revenues**

County General Fund plus State Department of Corrections (DOC) \$646,970. This is the budgeted amount for second half of the FY11-13 biennium. There is some flexibility on how funding is allocated; Probation Supervision fees from clients \$35,262. 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**
 **Significantly Changed**

**Last year this program was:** #50042, Adult High Risk Drug Unit

This program offer reflects a decrease in FY12 of 1 FTE Corrections Counselor converted as part of our reconfiguration for the strategic plan; a decrease of 4.50 FTE transferred to other programs during Fy12 and a reduction in FY13 of 1 FTE Corrections Counselor. Net decrease of 6.50 FTE. This was part of a reorganization in our Adult Services Division.

**Lead Agency:** Community Justice

**Program Contact:** Patrick Schreiner

**Program Offer Type:** Existing Operating

**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 800 sex offenders 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 Description

This program is managed by the Adult Sex Offender Supervision Program Community Justice Manager. Clinical consultation and support is provided by the Sex Offender Clinical Coordinator. Supervision of approximately 800 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 32 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).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of clients served	684	804	658	660
Outcome	Percent of offenders who do not sexually recidivate one year post treatment exit	0.0%	0.0%	89.0%	90.0%

### Performance Measure - Description

SORS caseload 2327 is not included in the output.

Recidivism is a measure of convictions one year post treatment exit.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,980,607	\$0	\$1,884,910
Contracts	\$448,799	\$18,222	\$460,294	\$19,320
Materials & Supplies	\$17,414	\$4,420	\$10,709	\$4,160
Internal Services	\$10,531	\$210,341	\$0	\$190,267
Total GF/non-GF:	<b>\$476,744</b>	<b>\$2,213,590</b>	<b>\$471,003</b>	<b>\$2,098,657</b>
Program Total:	<b>\$2,690,334</b>		<b>\$2,569,660</b>	
Program FTE	0.00	17.00	0.00	16.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$159,859	\$0	\$150,573	\$0
Fees, Permits & Charges	\$0	\$161,082	\$0	\$166,438
Intergovernmental	\$0	\$2,052,508	\$0	\$1,932,219
<b>Total Revenue:</b>	<b>\$159,859</b>	<b>\$2,213,590</b>	<b>\$150,573</b>	<b>\$2,098,657</b>

**Explanation of Revenues**

County General Fund plus State Department of Corrections (DOC) \$1,914,719. This is the budgeted amount for second half of the FY11-13 biennium. There is some flexibility on how funding is allocated; DOC SVDO \$17,500. The FY13 Budget is based upon the average of 3 years of history of supervision days at \$8.72 each; Probation Supervision fees from clients \$166,438. 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:** #50043, Adult Sex Offender Supervision & Treatment  
 This program offer reflects a reduction in FY13 of 1 FTE Clinical Coordinator.

**Lead Agency:** Community Justice

**Program Contact:** Patrick Schreiner

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Domestic Violence (DV) unit collaborates with police, courts and treatment agencies to hold offenders accountable and promote offender change. This program supervises approximately 815 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. The Domestic Violence Deferred Sentencing Program (DSP) and batterer intervention services appear in program offer 50055.

### Program Description

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).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	841	737	815	815
Outcome	Percent of offenders not recidivating one year post admit	99.0%	99.0%	92.0%	99.0%

### Performance Measure - Description

Recidivism is measured by 12 month new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,098,316	\$820,081	\$1,001,088	\$1,092,951
Contracts	\$139,670	\$55,574	\$1,983	\$175,475
Materials & Supplies	\$16,156	\$20,363	\$5,070	\$19,425
Internal Services	\$129,865	\$94,082	\$134,553	\$128,400
Total GF/non-GF:	<b>\$1,384,007</b>	<b>\$990,100</b>	<b>\$1,142,694</b>	<b>\$1,416,251</b>
Program Total:	<b>\$2,374,107</b>		<b>\$2,558,945</b>	
Program FTE	10.00	8.00	8.37	11.13
<b>Program Revenues</b>				
Indirect for dep't Admin	\$71,502	\$0	\$101,612	\$0
Fees, Permits & Charges	\$0	\$114,564	\$0	\$121,367
Intergovernmental	\$0	\$875,536	\$0	\$1,294,884
<b>Total Revenue:</b>	<b>\$71,502</b>	<b>\$990,100</b>	<b>\$101,612</b>	<b>\$1,416,251</b>

**Explanation of Revenues**

County General Fund plus Probation Supervision fees from clients \$121,367. 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) \$1,294,884. This is the budgeted amount for second half of the FY11-13 biennium. There is some flexibility on how funding is allocated.

**Significant Program Changes**

**Last year this program was:** #50044, Adult Domestic Violence Supervision

This program offer reflects a FY12 increase of 2.5 FTE transferred from other programs and a decrease 1 FTE Probation Officer as part of our mid-year state rebalance. Net 1.5 FTE increase.

**Lead Agency:** Community Justice

**Program Contact:** Kevin Criswell

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Family Services Unit (FSU) supervises approximately 400 offenders, of whom 50% have children under the age of seven. Several offenders supervised by this unit have children involved in the juvenile system and/or are pregnant women. 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. 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.

### Program Description

FSU is a unique program which supervises offenders within both the Adult and Juvenile Services Divisions. It is comprised of a multi-disciplinary team of staff from Child Welfare, 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.

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 intergenerational criminal activity.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	345	430	330	400
Outcome	Percent of offenders not recidivating one year post admit	97.0%	98.0%	91.0%	98.0%

### Performance Measure - Description

Recidivism is measured by 12 months new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,239,205	\$286,688	\$1,456,714	\$21,041
Contracts	\$2,766	\$1,502	\$0	\$1,411
Materials & Supplies	\$55,371	\$780	\$45,575	\$0
Internal Services	\$34,798	\$30,342	\$23,620	\$2,238
Total GF/non-GF:	<b>\$1,332,140</b>	<b>\$319,312</b>	<b>\$1,525,909</b>	<b>\$24,690</b>
Program Total:	<b>\$1,651,452</b>		<b>\$1,550,599</b>	
Program FTE	11.50	3.00	13.71	0.29
<b>Program Revenues</b>				
Indirect for dep't Admin	\$23,060	\$0	\$1,771	\$0
Fees, Permits & Charges	\$0	\$31,790	\$0	\$24,690
Intergovernmental	\$0	\$287,522	\$0	\$0
<b>Total Revenue:</b>	<b>\$23,060</b>	<b>\$319,312</b>	<b>\$1,771</b>	<b>\$24,690</b>

**Explanation of Revenues**

County General Fund plus Probation Supervision fees from clients \$24,690. 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:** #50045, Adult Family Services Unit

This program offer reflects a FY12 decrease .5 FTE transferred to another program.

**Lead Agency:** Community Justice

**Program Contact:** Kevin Criswell

**Program Offer Type:** Existing Operating

**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. 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.

### Program Description

DRC is a nonresidential sanction and skill building program for adult 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 2011, DRC served 3,061 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 \$27.41, as compared \$170 per client per day in jail.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	3,061	2,700	2,748	2,800
Outcome	Percent of offenders not recidivating one year post admit	0.0%	0.0%	88.0%	88.0%

### Performance Measure - Description

✓ **Measure Changed**

Recidivism is measured by 12 months new felony conviction following current admit date using a recidivism rate.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,193,588	\$0	\$726,693	\$1,475,070
Materials & Supplies	\$203,616	\$0	\$186,144	\$0
Internal Services	\$29,248	\$0	\$6,019	\$0
Total GF/non-GF:	<b>\$2,426,452</b>	<b>\$0</b>	<b>\$918,856</b>	<b>\$1,475,070</b>
Program Total:	<b>\$2,426,452</b>		<b>\$2,393,926</b>	
Program FTE	23.50	0.00	7.70	15.30
<b>Program Revenues</b>				
Other / Miscellaneous	\$441,922	\$0	\$253,413	\$0
<b>Total Revenue:</b>	<b>\$441,922</b>	<b>\$0</b>	<b>\$253,413</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund (a portion of the County General Fund support is provided by Video Lottery funds) plus Circuit Court Jail Assessments \$253,413, 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. Additional County General Fund support is provided by Video Lottery funds.

**Significant Program Changes**

**Last year this program was:** #50046, Adult Day Reporting Center  
& part of 50048 - Adult Effective Sanctioning Practices

This program offer reflects a FY12 increase of .5 FTE transferred from another program and a reduction in FY13 of 1 FTE Corrections Tech.

**Lead Agency:** Community Justice

**Program Contact:** Bill Penny

**Program Offer Type:** Existing Operating

**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. Current data indicate most defendants and offenders on EM complete their obligation successfully. On average, 60 sanctioned individuals are supervised per day on EM, which translates to \$3.5 million dollars in cost avoidance for the County on an annual basis.

### Program Description

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). This sanction further allows the offender the ability to maintain employment and continued participation in treatment groups.

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 the District Attorney's Office to enhance the success of individuals placed on EM.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	374	560	754	700
Outcome	Number of jail beds saved	20,440	22,000	24,090	24,000

### Performance Measure - Description



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$109,470	\$245,697	\$0
Contracts	\$139,381	\$50,619	\$240,000	\$0
Materials & Supplies	\$0	\$4,610	\$2,971	\$0
Internal Services	\$0	\$18,455	\$0	\$0
Total GF/non-GF:	<b>\$139,381</b>	<b>\$183,154</b>	<b>\$488,668</b>	<b>\$0</b>
Program Total:	<b>\$322,535</b>		<b>\$488,668</b>	
Program FTE	0.00	1.20	3.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$13,227	\$0	\$0	\$0
Intergovernmental	\$0	\$183,154	\$0	\$0
<b>Total Revenue:</b>	<b>\$13,227</b>	<b>\$183,154</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes**

**Last year this program was:** #50047, Adult Electronic Monitoring

This program offer reflects a FY12 increase of 2 FTE Correction Techs as part of our reconfiguration for our strategic plan and a decrease of .20 FTE CJM transferred to other program.

**Lead Agency:** Community Justice

**Program Contact:** Bill Penny

**Program Offer Type:** Existing Operating

**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. 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-disciplined in nature and the monies have been divided between a variety of stakeholders.

### Program Description

Both the RAIN and START programs require stringent drug testing, supervision and case management services through a parole/probation officer (PPO), funding for jail beds or jail transition services, and alcohol and drug treatment.

There are specific criteria for selection to each program. The funding agencies conduct evaluations of each program and report back to the legislature on the results.

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 interaction. 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of clients served	173	300	398	300
Outcome	Percent of offenders who do not recidivate one year post admit	94.0%	94.0%	100.0%	95.0%

### Performance Measure - Description

Recidivism is measured by 12 months new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$222,030	\$606,187	\$171,364	\$465,712
Contracts	\$0	\$975,417	\$0	\$922,068
Materials & Supplies	\$1,430	\$51,640	\$1,430	\$55,742
Internal Services	\$0	\$106,385	\$0	\$77,553
Total GF/non-GF:	<b>\$223,460</b>	<b>\$1,739,629</b>	<b>\$172,794</b>	<b>\$1,521,075</b>
Program Total:	<b>\$1,963,089</b>		<b>\$1,693,869</b>	
Program FTE	1.97	6.15	1.88	4.76
<b>Program Revenues</b>				
Indirect for dep't Admin	\$60,287	\$0	\$47,528	\$0
Fees, Permits & Charges	\$0	\$12,647	\$0	\$12,647
Intergovernmental	\$0	\$1,726,982	\$0	\$1,508,428
<b>Total Revenue:</b>	<b>\$60,287</b>	<b>\$1,739,629</b>	<b>\$47,528</b>	<b>\$1,521,075</b>

**Explanation of Revenues**

County General Fund plus State Department of Corrections (DOC) \$649,799. This is the budgeted amount for second half of the FY11-13 biennium. Funding restricted to program that supports Measure 57; State Criminal Justice Commission \$858,629. Award ends 9/30/2012. Anticipating this grant will be renewed in FY13 at same level of funding; Probation Supervision fees from clients \$12,647. 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:** #50049, Adult Property Crimes Programs

This program offer reflects a decrease of 1.48 FTE transferred to other programs during FY12

**Lead Agency:** Community Justice

**Program Contact:** Truls Neal

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Adult Community Service Program (CS) promotes critical public safety goals. CS works with approximately 2,600 formally supervised offenders each year to assist them with their court mandated obligations of community service work. Offenders work in parks and assist non-profit agencies in projects that clean up the community. In FY 2011, over 154,000 hours of unpaid community service and over \$1,300,000 of unpaid work was provided to Multnomah County. CS also represents a sanction option that monitors offenders, holds them accountable and reserves jail beds for the most violent offenders.

### Program Description

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. Courts sentence offenders to community service as a condition of probation and PPOs 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. Under several circumstances, implementing CS is much more cost effective than using a jail bed, when a swift response to a supervision violation is necessary.

Along with being a low cost alternative 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Annual dollars of unpaid work provided to the community	900,000	900,000	900,000	900,000
Outcome	Percent of offenders on felony supervision who closed with 100% of hours worked.	37.0%	37.0%	37.0%	37.0%

### Performance Measure - Description

✓ **Measure Changed**

Outcome is new.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$675,795	\$386,111	\$846,724	\$199,731
Contracts	\$0	\$2,880	\$2,880	\$0
Materials & Supplies	\$11,828	\$17,236	\$19,413	\$0
Internal Services	\$81,133	\$42,654	\$63,263	\$19,913
Total GF/non-GF:	<b>\$768,756</b>	<b>\$448,881</b>	<b>\$932,280</b>	<b>\$219,644</b>
Program Total:	<b>\$1,217,637</b>		<b>\$1,151,924</b>	
Program FTE	8.23	4.27	9.48	2.44
<b>Program Revenues</b>				
Indirect for dep't Admin	\$32,417	\$0	\$15,759	\$0
Fees, Permits & Charges	\$0	\$24,121	\$0	\$26,876
Intergovernmental	\$0	\$424,760	\$0	\$192,768
<b>Total Revenue:</b>	<b>\$32,417</b>	<b>\$448,881</b>	<b>\$15,759</b>	<b>\$219,644</b>

**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; IGA with City of Portland Parks & Recreation \$152,768. Work crews provide scheduled maintenance of Portland Parks, golf courses and other sites. FY13 rate is \$434/day; Fees from clients \$26,876. 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.

**Significant Program Changes**

**Last year this program was:** #50050, Adult Community Service - Formal Supervision  
& part of 50048 - Adult Effective Sanctioning Practices

This program offer reflects a decrease of .58 FTE transferred to other programs during FY12

**Lead Agency:** Community Justice

**Program Contact:** Kevin Criswell

**Program Offer Type:** Existing Operating

**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. While working in collaboration with Parole/Probation Officers (PPO), courts, judges, treatment providers, community colleges and employment agencies, LLC's outcomes earned recognition as a national program model by the US Office of Vocational and Adult Education.

### Program Description

PPOs, courts, and treatment providers annually refer over 900 medium and high risk offenders for instruction in employment skills, GED preparation, college transitional tools and bilingual courses. Enhanced programming has enabled more adults to access pre-apprenticeship green jobs training and community college certificate programs. More than 70% of offenders accessing LLC read below 9th grade levels; 90% perform math below 5th grade levels; 42% have suspected learning disabilities; and 70% 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).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served annually	937	900	950	950
Outcome	Percent of offenders who did not recidivate during program	0.0%	0.0%	87.0%	87.0%

### Performance Measure - Description

✓ **Measure Changed**

Recidivism is measured by new felony convictions during program using a recidivism rate.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$680,699	\$30,723	\$0	\$824,689
Contracts	\$14,200	\$0	\$0	\$14,200
Materials & Supplies	\$59,014	\$0	\$0	\$55,401
Internal Services	\$9,048	\$0	\$0	\$4,574
Total GF/non-GF:	<b>\$762,961</b>	<b>\$30,723</b>	<b>\$0</b>	<b>\$898,864</b>
Program Total:	<b>\$793,684</b>		<b>\$898,864</b>	
Program FTE	7.93	0.37	0.00	9.70
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$2,260	\$0
Intergovernmental	\$0	\$30,723	\$0	\$61,952
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$30,723</b>	<b>\$2,260</b>	<b>\$61,952</b>

**Explanation of Revenues**

County General Fund (provided by Video Lottery funds) plus DOE PCC Londer \$30,450. Agreement ends 6/30/2012. Anticipating agreement will be extended at the same level of funding for FY13; State of Oregon DHS Access to Recovery \$31,502. Agreement ends 6/30/2012. Anticipating agreement will be extended at the same level of funding for FY13.

**Significant Program Changes**

**Last year this program was:** #50051, Adult Londer Learning Center  
& part of 50048 - Adult Effective Sanctioning Practices

This program offer reflects an increase 1.00 FTE transferred from other programs during FY12, an increase in FY13 of .50 FTE Program Education Aide funded by State ATR funding and a decrease of .10 FTE Basic Skills Educator. Net increase of 1.40 FTE

**Lead Agency:** Community Justice

**Program Contact:** Truls Neal

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Multnomah County's Medium Risk Generic Supervision unit was created due to research which shows that over supervising offenders may increase their likelihood to recidivate. Medium 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. The Medium Risk Generic Supervision unit supervises approximately 600 offenders annually.

### Program Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	578	600	624	600
Outcome	Percent of offenders not recidivating one year post admit	97.0%	95.0%	85.0%	90.0%

### Performance Measure - Description

Recidivism is measured by 12 months new felony conviction following current admit date.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$626,484	\$742,160	\$70,608
Contracts	\$0	\$78	\$0	\$529
Materials & Supplies	\$0	\$1,690	\$2,210	\$0
Internal Services	\$0	\$65,966	\$0	\$7,093
Total GF/non-GF:	<b>\$0</b>	<b>\$694,218</b>	<b>\$744,370</b>	<b>\$78,230</b>
Program Total:	<b>\$694,218</b>		<b>\$822,600</b>	
Program FTE	0.00	6.50	7.79	0.71
<b>Program Revenues</b>				
Indirect for dep't Admin	\$50,134	\$0	\$5,613	\$0
Fees, Permits & Charges	\$0	\$60,778	\$0	\$78,230
Intergovernmental	\$0	\$633,440	\$0	\$0
<b>Total Revenue:</b>	<b>\$50,134</b>	<b>\$694,218</b>	<b>\$5,613</b>	<b>\$78,230</b>

**Explanation of Revenues**

County General Fund plus Probation Supervision fees from clients \$78,230. 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 Field Services-Medium Risk Generic Supervision

This program offer reflects an increase of 2.0 FTE Parole Officers transferred from other programs in FY13.

**Lead Agency:** Community Justice

**Program Contact:** Truls Neal

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Adult Community Service program (CS) for Bench Probation assists the courts in promoting public safety by helping offenders who are supervised directly by a judge. In addition to monitoring the work hours 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 to 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.

### Program Description

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) but report directly to the sentencing judge. 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. Data reports show community sanctions reduce recidivism and enhance public safety (Oregon Department of Corrections 2002).

In partnership, CS and PCS helps clear 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/private agencies by providing a cost savings equivalent to 4,800 jail bed days per year. Court ordered CS has also generated over 43,000 hours of unpaid work benefiting the community in FY 2010.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Annual dollars of unpaid work provided to the community	295,462	400,000	117,508	120,000
Outcome	Number of jail beds saved	4,800	4,800	4,500	4,500

### Performance Measure - Description

Output and outcome figures are estimations based on previous year's data.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$228,710	\$0	\$236,767	\$0
Materials & Supplies	\$2,634	\$0	\$780	\$0
Internal Services	\$2,628	\$0	\$0	\$0
Total GF/non-GF:	<b>\$233,972</b>	<b>\$0</b>	<b>\$237,547</b>	<b>\$0</b>
Program Total:	<b>\$233,972</b>		<b>\$237,547</b>	
Program FTE	3.00	0.00	3.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes**

Last year this program was: #50054, Adult Community Service-Bench Probation

**Lead Agency:** Community Justice

**Program Contact:** Bill Penny

**Program Offer Type:** Existing Operating

**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. 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.

### Program Description

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. 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of participants referred annually	2,181	3,500	2,181	2,200
Outcome	Annual hours of community service	18,413	29,000	18,413	20,000

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$81,147	\$0	\$83,352	\$0
Materials & Supplies	\$2,438	\$0	\$1,860	\$0
Internal Services	\$876	\$0	\$0	\$0
Total GF/non-GF:	<b>\$84,461</b>	<b>\$0</b>	<b>\$85,212</b>	<b>\$0</b>
Program Total:	<b>\$84,461</b>		<b>\$85,212</b>	
Program FTE	1.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

County General Fund

**Significant Program Changes**

Last year this program was: #50055, Support to Community Court

**Lead Agency:** Community Justice

**Program Contact:** Patrick Schreiner

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Related to program offer 50045, this program offer provides two critical service components to the Domestic Violence (DV) unit:

- 1) First-time domestic violence offenders (approximately 170) 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.

### Program Description

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. 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	51	175	45	50
Outcome	Percent of offenders not recidivating 12 months post admit	0.0%	0.0%	92.0%	92.0%

### Performance Measure - Description

✔ **Measure Changed**

Recidivism is measured by 12 month new felony and misdemeanor conviction following current admit date using a recidivism rate.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$160,231	\$0	\$83,352	\$0
Materials & Supplies	\$520	\$0	\$260	\$0
Total GF/non-GF:	\$160,751	\$0	\$83,612	\$0
Program Total:	\$160,751		\$83,612	
Program FTE	2.00	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:** #50056, Adult Domestic Violence Deferred Sentencing Program (DSP)  
This program offer reflects a decrease 1.0 FTE transferred to another program during FY12

**Lead Agency:** Community Justice

**Program Contact:** Patrick Schreiner

**Program Offer Type:** Existing Operating

**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 Description

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 disorders);
- 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 (which can 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of clients served	140	143	129	130
Outcome	Percent of offenders not recidivating one year post admit	0.0%	0.0%	99.0%	99.0%

### Performance Measure - Description

✓ **Measure Changed**

Recidivism is measured by 12 months new felony conviction following date of most current risk assessment using a recidivism rate.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$116,546	\$0	\$118,536
Materials & Supplies	\$0	\$260	\$0	\$260
Internal Services	\$0	\$12,265	\$0	\$11,844
Total GF/non-GF:	<b>\$0</b>	<b>\$129,071</b>	<b>\$0</b>	<b>\$130,640</b>
Program Total:	<b>\$129,071</b>		<b>\$130,640</b>	
Program FTE	0.00	1.00	0.00	1.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$9,321	\$0	\$9,373	\$0
Intergovernmental	\$0	\$129,071	\$0	\$130,640
<b>Total Revenue:</b>	<b>\$9,321</b>	<b>\$129,071</b>	<b>\$9,373</b>	<b>\$130,640</b>

**Explanation of Revenues**

State Department of Corrections (DOC) \$130,640. This is the budgeted amount for second half of the FY11-13 biennium. There is some flexibility on how funding is allocated.

**Significant Program Changes**

**Last year this program was:** #50057, Adult Sex Offender Reduced Supervision (SORS)

**Lead Agency:** Community Justice

**Program Contact:** Kevin Criswell

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

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. Well over 2,000 offenders are supervised by RST annually.

### Program Description

Offenders are assessed utilizing risk tools. Those who have the lowest risk to re-offend are routed to RST for supervision. Research shows that engaging lower risk offenders in more intrusive supervision in the criminal justice system 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders served	2,073	2,020	2,215	2,215
Outcome	Percent of offenders not recidivating one year post admit	96.0%	95.0%	98.0%	95.0%

### Performance Measure - Description

Recidivism is measured by 12 months new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$304,640	\$937,131	\$824,928	\$319,563
Contracts	\$2,750	\$16,157	\$2,750	\$13,848
Materials & Supplies	\$30,741	\$1,300	\$19,580	\$0
Internal Services	\$20,171	\$100,232	\$10,806	\$33,241
Total GF/non-GF:	<b>\$358,302</b>	<b>\$1,054,820</b>	<b>\$858,064</b>	<b>\$366,652</b>
Program Total:	<b>\$1,413,122</b>		<b>\$1,224,716</b>	
Program FTE	3.35	9.65	8.56	3.44
<b>Program Revenues</b>				
Indirect for dep't Admin	\$76,176	\$0	\$26,306	\$0
Fees, Permits & Charges	\$0	\$484,625	\$0	\$366,652
Intergovernmental	\$0	\$570,195	\$0	\$0
Other / Miscellaneous	\$101,874	\$0	\$170,398	\$0
<b>Total Revenue:</b>	<b>\$178,050</b>	<b>\$1,054,820</b>	<b>\$196,704</b>	<b>\$366,652</b>

**Explanation of Revenues**

County General Fund plus Circuit Court Jail Assessments \$170,398 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 \$366,652. 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:** #50058, Adult Generic Reduced Supervision (Casebank)

This program offer reflects a decrease of 1 FTE Probation Officer in FY12 as part of mid-year state rebalance.

**Lead Agency:** Community Justice

**Program Contact:** Truls Neal

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Enhanced Bench Probation Program (EB) promotes public safety by monitoring over 3,300 adult offenders on bench probation who have 1 or more convictions for Driving Under the Influence of Intoxicants (DUII). EB staff monitor these cases by tracking each case for police contacts and reporting these contacts to the judge supervising the case.

### Program Description

EB currently monitors 3,300 offenders who have failed to successfully complete the DUII Diversion program or are ineligible for diversion. Fifteen percent of these offenders are high risk multiple DUII offenders participating in the DUII Intensive Supervision Program. Defendants monitored by EB are entered into the statewide computer system known as the Law Enforcement Data System (LEDS) following their conviction. If the EB offender has any type of police contact, an electronic notification is sent to EB staff directly from the street officer. An EB staff member researches the nature of the contact and sends a report to the supervising judge.

During FY 2011, this unit generated over 950 reports and collected \$289,513 in monthly monitoring fees. The ability of the EB unit to monitor the activities of offenders allows the courts to effectively supervise these cases and address violations in a timely manner. EB is instrumental in holding bench probation clients accountable by serving as a beneficial connection between law enforcement and the courts.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of clients participating in program activities	3,200	3,300	3,300	3,300
Outcome	Percent of offenders not recidivating one year post admit	100.0%	95.0%	92.0%	95.0%

### Performance Measure - Description

Recidivism measured by 12 months new felony conviction following current admit date.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$228,214	\$0	\$240,860
Contracts	\$0	\$2,454	\$0	\$1,800
Materials & Supplies	\$0	\$3,817	\$0	\$2,614
Internal Services	\$0	\$42,851	\$0	\$39,544
Total GF/non-GF:	<b>\$0</b>	<b>\$277,336</b>	<b>\$0</b>	<b>\$284,818</b>
Program Total:	<b>\$277,336</b>		<b>\$284,818</b>	
Program FTE	0.96	3.04	0.00	3.08
<b>Program Revenues</b>				
Indirect for dep't Admin	\$20,028	\$0	\$20,435	\$0
Fees, Permits & Charges	\$0	\$277,336	\$0	\$284,818
<b>Total Revenue:</b>	<b>\$20,028</b>	<b>\$277,336</b>	<b>\$20,435</b>	<b>\$284,818</b>

**Explanation of Revenues**

Enhanced Bench Probation fees \$284,818. Fees are set by and ordered by the Circuit Court as a condition of Enhanced Bench Probation and payable to DCJ for monitoring of the clients.

**Significant Program Changes**

**Last year this program was:** #50059, Adult DUII Supervision & Enhanced Bench

This program offer reflects a decrease of 1.0 FTE transferred to other program during FY12

**Lead Agency:** Community Justice

**Program Contact:** Patrick Schreiner

**Program Offer Type:** Program Alternative /

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### Executive Summary

These funds will allow the Adult Services Division of the Department of Community Justice (DCJ) to maintain the Mid-County facility lease. In the Juvenile Services Division, these funds will help relocate staff from the King Facility and assist with expenses incurred while the facility is being transitioned to other County service providers.

### Program Description

The Mid-County Office is an Adult Services parole/probation supervision site which provides office space for twenty staff. The King facility transition will involve the relocation of approximately ten staff with full-time assignments to the King Facility plus the transition and development of new community drop-in work spaces.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	percent of anticipated reduction in leased facility footprint	0.0%	0.0%	0.0%	14.0%
Outcome	percent of anticipated reduction in leased facilities cost.	0.0%	0.0%	0.0%	11.0%

### Performance Measure - Description

New performance measures.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Materials & Supplies	\$0	\$0	\$24,967	\$0
Internal Services	\$0	\$0	\$97,148	\$0
Total GF/non-GF:	\$0	\$0	\$122,115	\$0
Program Total:	\$0		\$122,115	
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:

**Lead Agency:** Community Justice

**Program Contact:** Carl Goodman

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### Executive Summary

The Oregon Department of Corrections allocates funding to each of the 36 counties for Community Corrections Operation (SB 1145) based on a formula that has been developed in partnership with the Department of Corrections and the Oregon Association of Community Corrections. The funding allocation formula must be examined, reviewed and if appropriate adjusted every 6 years. 2012 is the first six-year review date. There is a possibility that the 2013 legislature will appropriate and the Department of Corrections will increase allocated funds to Multnomah County Community Corrections.

Several of the programs that are grant funded and have been effective will end prior to the County's possible increase in funding. This request is for bridge funding that will allow the Department of Community Justice (DCJ) to keep these effective programs operating until such additional funding might be realized. In addition, the two grant programs and the Outpatient Alcohol and Drug slots serve populations that would most likely be considered for additional funding due to efforts to reduce state prison population growth projections.

### Program Description

DCJ currently partners with Volunteers of America in the provision of services to 18-24 year old high risk offenders on supervision and those who are being released from jail. The partnership provides jail reach in services, in-jail transition groups, transition substance abuse/mental health counseling, pro-social activities and employment case management services. This population is our highest risk to recidivate, yet this program appears to be impacting this population in a positive way.

The second program in this request is from the Bureau of Justice for transitional housing and mentoring services for high risk offenders who are deemed homeless at the time of their release. It provides 29 beds and mentoring services. A recent review shows this population includes sex offenders with mental illness/addiction issues.

The third program in this request is for the continued funding of 40 outpatient slots that are currently funded through one-time-only funding. There is some expectation that in the 2013-2015 state funding process there will be an increase in funds dispersed to counties as a result of diversion or shortened prison sentences. Those with substance abuse crimes who are not part of an initiative based sentence requirement would be most appropriate for this option.

If bridge funds were applied to these programs, it would allow us to maintain resources and the infrastructure required to support them until potential increased funding is received from the state.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of clients who evidence a reduction in jail bed days pre/post program	0.0%	0.0%	0.0%	40.0%
Outcome	Percent of clients who evidence a reduction in LS/CMI overall risk score	0.0%	0.0%	0.0%	50.0%

### Performance Measure - Description



Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$0	\$0	\$508,265	\$0
Total GF/non-GF:	\$0	\$0	\$508,265	\$0
Program Total:	\$0		\$508,265	
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:

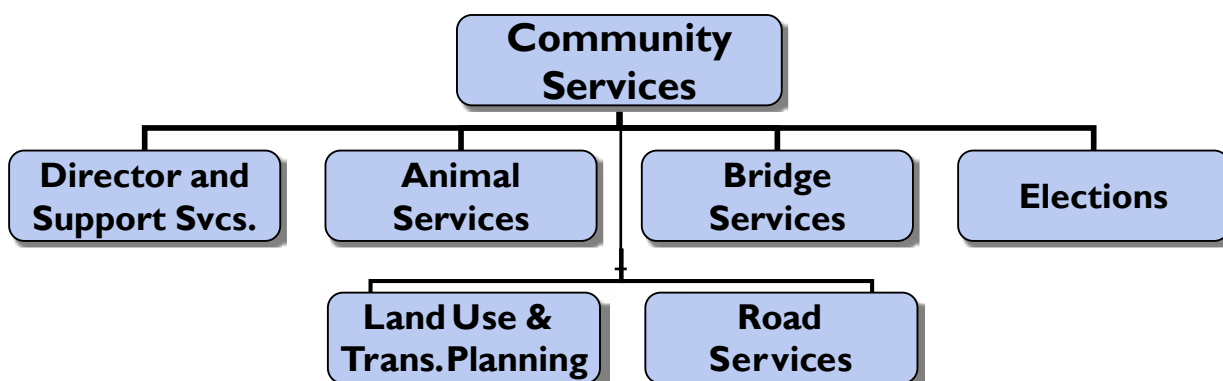
### Department Overview

Multnomah County Department of Community Services (DCS) is comprised of a number of unique and essential government services. DCS includes the divisions of Animal Services; Elections; Land Use and Transportation Planning; Bridge Services; Road Services; 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.

Certainly, 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 our success during this difficult decade of continuous fiscal constraint. The 200 plus employees of DCS, know public service requires us to stay in tune and abreast of the varied industry, policy and technology 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 Department of Community Services' budget is approximately \$251 million. General Fund support increases by \$891,000 to \$12.3 million. Other funds have increased by \$114.7 million to \$239 million.

The overall budget increases by \$115.6 million (85%). Most of the increases are in the Bridge and Sellwood Bridge funds which account for \$112.3 million of the increase. The Sellwood Bridge Fund is also budgeting \$41 million for debt service on the project.

Several programs are funded on a one-time-only basis.

- 91004 - Apartment Cat Trap-Neuter-Return - \$103,771
- 91008B - Presidential Election - \$335,323
- 91023 - Green Infrastructure - Fish Passage - \$35,000
- 91024 - Safe Routes to Schools - \$30,000

#### Budget Trends\*

	FY 2011	FY 2012	FY 2012	FY 2013	
	<u>Actual</u>	<u>Current Estimate</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>	<u>Difference</u>
Staffing FTE	204.00	202.00	202.00	204.25	2.25
Personnel Services	\$18,451,362	\$19,879,325	\$19,595,670	\$20,868,489	\$1,272,819
Contractual Services	32,152,617	45,245,091	41,672,061	59,704,925	18,032,864
Materials & Supplies	9,315,175	10,165,311	21,413,657	22,164,307	750,650
Debt Service	149,416	0	0	40,985,000	40,985,000
Capital Outlay	<u>4,755,802</u>	<u>54,719,859</u>	<u>53,082,500</u>	<u>107,620,883</u>	<u>54,538,383</u>
<b>Total Costs</b>	<b>\$64,824,373</b>	<b>\$130,009,586</b>	<b>\$135,763,888</b>	<b>\$251,343,604</b>	<b>\$115,579,716</b>

\*Does **not** include cash transfers, contingencies or unappropriated balances.

### Successes and Challenges

DCS is proud to have experienced several notable successes during FY 2012. Here we focus on accomplishments achieved with the use of General Fund dollars and Transportation-related and State and Federal Highway-funds.

The positions added to the FY 2011 Animal Services budget have driven the collection of registration fee revenue to be collected at unprecedented levels. Too, we have acted upon our primary strategic plan goal to increase live release rates of animals coming to the shelter. The greatest challenge for the MCAS program continues to be the provision of service in less than ideal facilities.

With dollars provided through partnerships with State and Federal election agencies, our Elections Office has completed some and continues to make improvements to allow better accessibility to voters with special need, as well as, enhancing the customer service area to voters. The actual use of the new mail sorting equipment we received in FY 2011 has increased our ballot processing cycle time while reducing out cost to open and sort ballots.

The Sellwood Bridge Replacement project is proceeding according to schedule. We have selected firms to design and construct the new bridge, begun the in water work and acquired most of the right of way. Through partnerships at local, state and federal levels, innovative problem solving (shoofly), and greater than projected receipt of vehicle registration fees; the project appears fully funded.

The DCS leadership team continues to face the challenges resulting from constrained resources, on going change, attrition and succession needs. The commitment of the Leadership team to continued learning and growth as supervisors and managers in public service continue to be admirable.

### Diversity and Equity

DCS leadership has led efforts to diversify it's workforce and assure equity in the delivery and access to it's services for sometime. Strategies that have been employed include: targeted recruitment of women and people of color for vacancies which have been historically the most likely to be homogenous in gender and race.

The DCS Leadership team continues it's strong commitment to the participation and encouragement of DCS staff to engage in the varied employee affinity network groups within the County.

A firm department practice of including diversity in gender, race, and sexual orientation on each interview/hiring panel to assure that all candidates feel welcomed and represented in DCS.

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; as well as a younger and more racially and ethnically diverse temporary and permanent elections staff.

The Sellwood Bridge Replacement project is offering tremendous opportunities to support minority and women owned businesses as well as emerging small businesses. Programs in place for this large project include; mentorship programs, apprenticeship program and divisions of work packages that will give these businesses the opportunity to bid successfully on the project.

### Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
DCS Director & Support Services	\$1,471,003	\$1,531,654	\$3,002,657	21.25
Animal Services	5,654,520	2,975,694	8,630,214	50.25
Elections	3,953,712	0	3,953,712	10.00
Land Use and Transportation Planning	1,229,267	7,671,736	8,901,003	11.60
Bridge Services		222,260,893	222,260,893	41.15
Road Services	<u>35,000</u>	<u>41,528,279</u>	<u>41,563,279</u>	<u>70.00</u>
<b>Total Community Services</b>	<b>\$12,343,502</b>	<b>\$275,968,256</b>	<b>\$288,311,758</b>	<b>204.25</b>

\*Does include cash transfers, contingencies or unappropriated balances.

### Director and Support Services

The Department of Community Services exists to ensure the safety of citizens and animals, preserve the infrastructure and environment of Multnomah County and to enhance the quality of life. The Director's Office leads, manages and oversees both the mandated and non-mandated services of the department.

The Division is comprised of three groups; the Director's Office, Human Resources and Business Services. The Director's Office represents the Chair and the Board in the administration of the Department of Community Services. The Director's Office provides leadership, management and executive direction to the programs and services within the Department of Community Services. The Director's Office 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

Compared to FY 2012, this division shows a growth of 6.00 FTE. Three of these FTE have always been part of this division, but shown on the Bridge Services program offers. This year they appear on the Budget and Operations Support program offer. Two FTE have transferred from Road Services as part of the Span of Control initiative. One FTE has come to this division from the Stores group which is being disbanded as we move to Strategic Sourcing. This employee has historically supported Road Services and Fleet and will continue to provide this support.

### 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 and 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 program provides customer service for shelter visitors, phone customers, and e-business transactions; administers the countywide pet licensing program, and supervision of volunteer and community outreach programs.

### Significant Changes

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

One new FTE has been added to program offer 91005 to manage the increased volunteer and outreach activities. The new position was funded within existing resources.

### 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 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, local and state 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 250 temporary election workers.

### Significant Changes

The following describes the significant budget changes that impacted the division.

Last year Elections had 11.00 FTE. Due to increasing efficiency in the program provided by new technology introduced over the last two years and to meet constraint Elections will reduce 1.00 FTE this year in the OA2 classification. This will give Elections 10.00 FTE in FY 2013.

Due to span of control goals for the County, Elections has reclassified one management position to a represented position. Previously Elections had two managers, each with a 1:5 span of control ratio. By making this change Elections will have one manager with a 1:9 span of control ratio.

In order to meet the needs of the Presidential General Election in November 2012, Elections requested \$335,323 in one-time-only General Funds for added personnel, printing and postage expenses.



### Land Use and Transportation Planning

The Land Use and Transportation Planning Division is comprised of three service areas: Land Use Planning, Transportation Planning and Code Compliance.

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 rural unincorporated communities. Land Use Planning includes long range/legislative planning and current planning/development review.

Transportation Planning supports the County's health and social services mission and the economic and livability goals of its cities by advocating and delivering choices for transportation accessibility and mobility throughout the County. Transportation Planning prepares the County's Capital Improvement Plan and Program (CIPP), and identifies and secures funding for the enhancement, maintenance and preservation of the County's transportation system.

The Code Compliance Program investigates and resolves land use code and public right-of-way violation complaints received by the County. The program addresses code violations through voluntary compliance and reserving enforcement actions against code violators as a secondary tool.

### Significant Changes

The Land Use and Transportation Planning budget for FY 2013 does not represent significant change.

### Road Services

The Road Services Division's 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 and capital construction management and engineering, traffic services, right-of-way acquisitions and permitting, and mandated and non mandated surveying functions performed through the Survey Office.

The Road Services 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; review and approval of land divisions.

### Significant Changes

The Division continues to balance operational and system needs against dedicated funding sources. The dedicated revenues supporting these service areas remain at risk with the economic difficulties facing the nation, state and region. The risk to the Road Program is represented through reduced vehicle miles traveled, decline in gas tax revenues associated with high unemployment and the federal mandates directing car manufacturers to increase fuel economy. Fuel economy though positive for the environment, does negatively impact the gross revenues derived from the sale of gasoline (gasoline tax remains the largest component of the State Highway fund).

In previous years, Road Services reported a steady decline in the County's pavement condition. The recent \$0.06 increase in state gas tax enabled the Road program to arrest the decline by targeting the new revenue at surface treatments and other important maintenance preservation work. Additional state legislation provides \$9.5 million for safety improvements for Cornelius Pass Road.

Similarly, the Survey Office revenues have mirrored the region's economic situation with decreasing record filings and plat reviews, indicators of new development and real property transactions. Despite administrative reductions over the past several years, it is anticipated that the Survey Office will need to revise its fee schedule to keep pace with operational costs.

### Bridge Services

The Bridge Services Division is entrusted with operating, preserving, improving the safety and prolonging the life of the County's long term investment in its six Willamette River Bridges and 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).

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 structures and roadways of the County's bridges.

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 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

The following describes the significant budget changes that impacted the division.

The Sellwood Bridge Replacement project represents the largest project of its type ever initiated by Multnomah County. During FY 2013, construction on the replacement bridge will begin. Multnomah County will also experience increased construction costs as work increases. As the Sellwood Bridge Replacement project continues, more employees are required.

# Community Services

fy2013 adopted budget

## Department of Community Services

The following table shows the programs that make up the departments total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>DCS Director and Support Services</b>					
91000	Director's Office	\$651,755	\$0	\$651,755	2.25
91001	DCS Human Resources	262,228	0	262,228	2.00
91002	DCS Business Services	283,594	0	283,594	2.00
91011	Budget and Operations Support	273,426	1,531,654	1,805,080	15.00
<b>Animal Services</b>					
91004	Apartment Cat Trap-Neuter-Return Program - ACT	103,771	0	103,771	1.00
91005	Animal Services Client Services	1,737,352	2,690,694	4,428,046	18.75
91006	Animal Services Field Services	1,462,170	108,000	1,570,170	15.00
91007	Animal Services Animal Care	2,351,227	177,000	2,528,227	15.50
<b>Elections</b>					
91008A	Elections	3,618,389	0	3,618,389	10.00
91008B	Presidential Election	335,323	0	335,323	0.00
<b>Land Use and Transportation Planning</b>					
91018	Transportation Capital	0	7,179,881	7,179,881	0.00
91020	Transportation Planning	0	448,772	448,772	3.40
91021	Land Use Planning	1,199,267	43,083	1,242,350	8.20
91024	Safe Routes to Schools	30,000	0	30,000	0.00
<b>Bridge Services</b>					
91015	Bridge Maintenance & Operations	0	3,124,727	3,124,727	23.00
91016	Bridge Engineering	0	6,149,714	6,149,714	18.15
91017	Sellwood Bridge Replacement	0	212,986,452	212,986,452	0.00
<b>Road Services</b>					
91012	County Surveyor's Office	0	1,888,500	1,888,500	10.00
91013	Road Services	0	10,442,471	10,442,471	60.00
91022	City Supplemental Payments	0	29,197,308	29,197,308	0.00
91023	Green Infrastructure - Fish Passage	35,000	0	35,000	0.00
<b>Total Community Services</b>		<b>\$12,343,502</b>	<b>\$275,968,256</b>	<b>\$288,311,758</b>	<b>204.25</b>

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**Lead Agency:** Community Services

**Program Contact:** Cecilia Collier

**Program Offer Type:** Administration

**Related Programs:** 91001, 91002, 91005, 91008A, 91013, 91016, 91017, 91020, 91021

**Program Characteristics:**

### Executive Summary

The Department of Community Services exists to ensure the safety of citizens and animals, preserve the infrastructure and environment of Multnomah County and to enhance the quality of life. The Director's Office leads, manages and oversees both the mandated and non-mandated services of the department.

### Program Description

The Director's Office represents the Chair and the Board in the administration of the Department of Community Services which includes land use and transportation services; animal service programs and facilities; water quality assurance and environmental compliance programs; 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 provides leadership, management and executive direction to the programs and services within the Department of Community Services. The Director's Office is responsible for leading the department in providing cost efficient, quality services that offer good value to County residents.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of leadership development training hours per supervisor	0	24	38	35
Outcome	Percent of employees receiving an annual evaluation	0.0%	0.0%	100.0%	100.0%

### Performance Measure - Description

Number of training hours DCS provides and supports for members of the executive leadership team 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 feedback from their supervisor.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$377,004	\$0	\$446,374	\$0
Contracts	\$34,750	\$0	\$54,565	\$0
Materials & Supplies	\$43,942	\$0	\$41,047	\$0
Internal Services	\$90,899	\$0	\$109,769	\$0
Total GF/non-GF:	<b>\$546,595</b>	<b>\$0</b>	<b>\$651,755</b>	<b>\$0</b>
Program Total:	<b>\$546,595</b>		<b>\$651,755</b>	
Program FTE	2.25	0.00	2.25	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$485,913	\$0	\$481,352	\$0
<b>Total Revenue:</b>	<b>\$485,913</b>	<b>\$0</b>	<b>\$481,352</b>	<b>\$0</b>

**Explanation of Revenues**

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

**Significant Program Changes**

Last year this program was: #91000, DCS Director's Office

**Lead Agency:** Community Services

**Program Contact:** Cecilia Collier

**Program Offer Type:** Administration

**Related Programs:** 91000, 91002, 91005, 91006, 91007, 91008A, 91011, 91012, 91013, 91015, 91016, 91017, 91020, 91021

**Program Characteristics:**

### Executive Summary

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

### Program Description

The program provides a broad range of services for both department managers and employees regarding human resources and labor relations issues. 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 labor agreements, and other applicable laws and regulations governing public sector employment. 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. The team provides recruitment and selection services; administer the department's FMLA and OFLA record keeping; maintains its personnel records and provides for essential liaison relationship with Central HR/Labor Relations.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average days to fill recruitment	0	60	74	60
Outcome	Employee satisfaction in orientation to the dept as a whole in the first 30 day	0.0%	90.0%	100.0%	100.0%

### Performance Measure - Description

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

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



### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$241,875	\$0	\$256,728	\$0
Contracts	\$5,000	\$0	\$5,000	\$0
Materials & Supplies	\$500	\$0	\$500	\$0
Total GF/non-GF:	<b>\$247,375</b>	<b>\$0</b>	<b>\$262,228</b>	<b>\$0</b>
Program Total:	<b>\$247,375</b>		<b>\$262,228</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

N/A

### Significant Program Changes

Last year this program was: #91001, DCS Human Resources

**Lead Agency:** Community Services

**Program Contact:** Gerald Elliott

**Program Offer Type:** Administration

**Related Programs:** 91000, 91001, 91005, 91006, 91007, 91008A, 91011, 91012, 91013, 91015, 91016, 91017, 91018, 91020, 91021

**Program Characteristics:**

### Executive Summary

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

### Program Description

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, Transportation Engineering and Planning, Bridges and Land Use Planning. It directly supervises Budget and Operations Support which performs the following functions: Records Management, Contract Administration, Grant Accounting, Cost Accounting, Accounts Payable and Receivables for 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total dollars spent by DCS	67,718,630	162,741,806	120,153,812	260,196,897
Outcome	Percent of invoices paid on time	86.0%	90.0%	90.0%	90.0%

### Performance Measure - Description

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

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.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$274,966	\$0	\$283,594	\$0
Total GF/non-GF:	<b>\$274,966</b>	<b>\$0</b>	<b>\$283,594</b>	<b>\$0</b>
Program Total:	<b>\$274,966</b>		<b>\$283,594</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### 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

**Lead Agency:** Community Services

**Program Contact:** Mike Oswald

**Program Offer Type:** Innovative/New Program

**Related Programs:** 91005, 91006, 91007

**Program Characteristics:** One-Time-Only Request

### Executive Summary

Animal Services protects people and pets in the community. Now more than ever, the public expects a higher level of service from Animal Services, particularly in regard to saving animal lives. Nationwide, animal shelters are expected to be leaders in implementing strategies to increase healthy animals lives. With leading edge programs, MCAS has increased the live release rate for dogs to 86% over the past 5 years. However, cats remain at an alarming 60% live release rate. The pilot program is designed to reduce the overpopulation of cats. The desired result is a higher live release rate for cats. This program offer is targeted to cost less than the average cost to care for a cat until it's adopted.

### Program Description

The majority of Multnomah County residents live in one of the most pet-friendly cities in the U.S. Portlanders expect us to provide the highest standards of care. Trap/Neuter/Return (TNR) programs for feral cats is the nationally accepted humane means of managing feral cats.

ACT (Apartment Cat TNR) is an approach to managing the challenge of the cat overpopulation by neutering 100% of the cats in low-income apartment complexes or mobile home parks. The goals of ACT are to provide education about spaying/neutering and TNR, and to remove community obstacles such as transportation, cost, and awareness. ACT currently has access to Spanish and Russian speaking assistance so that language is not a barrier to residents in the community.

Through education and access to spay/neuter surgeries, ACT gives community members tools to help manage and reduce the an estimated 23,000 cats cared for by area shelters every year. If intake numbers drop, more resources become available to each cat entering the shelter and more lives will be saved. The program is delivered by trained volunteers, guided by one staff member, the program coordinator.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Cats Altered	0	0	0	600
Outcome	Reduction in cat intake at shelter	0	0	0	1,000
Output	Pet owners served through outreach activities	0	0	0	1,000

### Performance Measure - Description

Numbers of cats altered is a short-term measure of success. ACT started as a pilot program the middle of October 2011 and has TNR'd more than 100 cats by January in 2012. This has been accomplished with a group of volunteers and a staff person who added this as an additional duty. Once up and running, the program should be able to alter at least 50 cats per month.

The Reduction in cat intake at the shelter is a long term outcome measure of success and may not show visible change for a year.

Pet owners served through outreach activities is a measure of the program's contact with people in need of 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. Multnomah County Code Chapter 13 provides local regulations for ownership.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$70,221	\$0
Contracts	\$0	\$0	\$23,550	\$0
Materials & Supplies	\$0	\$0	\$10,000	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$103,771</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$103,771</b>	
Program FTE	0.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$0	\$10,000	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$0</b>

## Explanation of Revenues

The division will pursue private grants and individual donation to supplement the operating costs.

## Significant Program Changes

**Last year this program was:**

New one-time-only program

**Lead Agency:** Community Services

**Program Contact:** Mike Oswald

**Program Offer Type:** Support

**Related Programs:** 91006, 91007

**Program Characteristics:**

### Executive Summary

The Client Support program provides customer service for shelter visitors, phone customers, e-business transactions and pet licensing. Program services include: staffing the Division's call center; managing the Countywide pet licensing program; supervision of over 250 active volunteers; community outreach; marketing and private donation development. The program processes approximately \$1.8 million annually in revenue, including all pet licensing, donations and customer transactions.

### Program Description

The Client Support program delivers the following services: 1) Phone services provides 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 processes all pet licensing and animal facility licensing, including license sales and renewals through the mail, license sales by business partners in the community, on-line e-business sales, database entry, billing and collection systems for notices of infraction, deferred payment and NSF checks. 4) The Volunteer and Community Outreach services include 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. 5) Development and marketing services manage communications, public relations and private donation development.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Pet Licenses Processed	89,909	90,000	95,000	100,000
Outcome	Number of Volunteers expressed in FTE	16	16	18	20
Outcome	Annual License Revenue Increase	49.0%	5.0%	5.0%	5.0%
Outcome	Private Donations	185,753	175,000	125,000	175,000

### Performance Measure - Description

The number of pet licenses processed is a workload measure. The number of volunteers expressed in FTE (full-time equivalent) measures the hours that volunteers commit to animal services. We have over 250 active volunteers at the shelter. The Annual License Revenue Increase tracks license revenue growth. The 49% increase in FY11 is the result of a fee increase and implementation of a compliance program. The Private Donations measure tracks private funding received from the public. Private donations fluctuate from year to year. The increase in FY11 donations reflected the receipt of a large, one time gift of \$71,500. The FY12 Current Year Purchase of \$175,000 assumed strong donations from increased fund development activities. Donations in FY12 Current Year Estimate are coming in lower than budgeted. FY13 donation revenue is estimated to be higher due to an anticipated receipt of a \$50,000 grant from a private foundation in FY13.

## 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. 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,350,145	\$128,263	\$1,417,297	\$239,332
Contracts	\$131,000	\$417,787	\$69,724	\$209,374
Materials & Supplies	\$112,960	\$106,000	\$107,250	\$103,765
Internal Services	\$139,987	\$0	\$134,805	\$0
Cash Transfer	\$0	\$1,640,000	\$8,276	\$1,800,000
Unappropriated & Contingency	\$0	\$180,000	\$0	\$338,223
Total GF/non-GF:	<b>\$1,734,092</b>	<b>\$2,472,050</b>	<b>\$1,737,352</b>	<b>\$2,690,694</b>
Program Total:	<b>\$4,206,142</b>		<b>\$4,428,046</b>	
Program FTE	17.50	1.00	17.75	1.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,690,000	\$0	\$1,825,000
Other / Miscellaneous	\$1,640,000	\$782,050	\$1,800,000	\$865,694
Total Revenue:	<b>\$1,640,000</b>	<b>\$2,472,050</b>	<b>\$1,800,000</b>	<b>\$2,690,694</b>

## Explanation of Revenues

Dog License revenue: 60,000 lic issued @ \$23.00/lic = \$1,400,000. Cat License revenue: 35,000 lic issued @ \$11.00/lic = \$385,000. 150 Animal Facility licenses x \$100 = \$15,000.

## Significant Program Changes

### Last year this program was:

Last year this program was: #91005 - Animal Services Client Support

No significant program changes

**Lead Agency:** Community Services

**Program Contact:** Mike Oswald

**Program Offer Type:** Existing Operating

**Related Programs:** 91005, 91007

**Program Characteristics:**

### Executive Summary

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

### Program Description

The Field Services program delivers the following services: 1) Emergency Public Safety Response: respond to 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; dogfighting; 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, impound stray animals, and, enforce Portland Park Off-Leash areas. 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Calls for Service	8,894	10,000	9,000	9,000
Outcome	Priority Investigation Response Time (days)	3	5	3	3
Output	Notices of Infraction Issued	0	0	13,500	15,000

### Performance Measure - Description

✓ **Measure Changed**

Calls for service is a measure of the phone calls we receive from the public requesting service in the community. In FY12 we anticipated an increase in calls for service concerning neighborhood cat nuisance problems. However, we have received only a modest increase, and estimate no significant change in FY13. Priority Investigation Response Time measures the time it takes to make initial contact on reported cases of animal cruelty and animal bites. A new performance measure is the number of Notices of Infraction issued. This is a workload measure of enforcement activity. The previous measure of Emergency Response Time has been eliminated due to changes in our data collection software.



## 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. Multnomah County Code Chapter 13 provides local regulations for animal ownership. The County has an Intergovernmental Agreement with City of Portland to provide Off-Leash Park Enforcement services. The IGA is renewable each year.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,137,263	\$0	\$1,168,428	\$0
Contracts	\$68,000	\$0	\$75,000	\$0
Materials & Supplies	\$52,100	\$0	\$42,200	\$0
Internal Services	\$131,719	\$0	\$176,542	\$0
Cash Transfer	\$0	\$108,000	\$0	\$108,000
Total GF/non-GF:	<b>\$1,389,082</b>	<b>\$108,000</b>	<b>\$1,462,170</b>	<b>\$108,000</b>
Program Total:	<b>\$1,497,082</b>		<b>\$1,570,170</b>	
Program FTE	15.00	0.00	15.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$68,000	\$0	\$68,000
Other / Miscellaneous	\$108,000	\$40,000	\$108,000	\$40,000
Total Revenue:	<b>\$108,000</b>	<b>\$108,000</b>	<b>\$108,000</b>	<b>\$108,000</b>

## Explanation of Revenues

Revenue from Notice of Infractions fines: Projected 2,000 Notices of Infraction issued @ \$20/notice collection = \$40,000. The Intergovernmental Agreement with Portland for Off-Leash Park Enforcement services = \$68,000.

## Significant Program Changes

### Last year this program was:

Last year this program was: #91006, Animal Services Field Services. No significant changes

**Lead Agency:** Community Services

**Program Contact:** Mike Oswald

**Program Offer Type:** Existing Operating

**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 Description**

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Animals received at the shelter	8,936	8,500	8,600	8,500
Outcome	Live Release Rate - Dogs	85.0%	86.0%	86.0%	86.0%
Outcome	Live release Rate - Cats	46.0%	46.0%	55.0%	60.0%
Outcome	Dog and Cats Euthanasia per 1,000 human population	5	5	3	2

**Performance Measure - Description**

The number of animals received at the shelter is a workload measure, and drives staffing and operational expenditures. The recent trend has shown a continuing decline in the number of animals received. The reduced animal intake eases the pressure on shelter capacity, and contributes to saving more animal lives. The Live Release Rates is the industry standard for measuring live-saving performance in animal shelters. The Live Release is the percentage of the total number of animal dispositions that are a "live release" (returned to owners, adopted, or transferred to a partner organization for placement). The Live Release Rate is calculated on the calendar year. The Euthanasia per 1,000 human population outcome measure is an industry standard. The national average in 2010 was 11.3 per 1,000. In calendar 2011, the rate in Multnomah County was 2.9 per 1,000 population. The performance measures are projected to continue on the current trend lines.

## 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. 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,185,444	\$0	\$1,278,632	\$0
Contracts	\$40,000	\$0	\$28,971	\$0
Materials & Supplies	\$353,681	\$0	\$329,512	\$0
Internal Services	\$633,895	\$0	\$714,112	\$0
Cash Transfer	\$0	\$112,000	\$0	\$177,000
Total GF/non-GF:	<b>\$2,213,020</b>	<b>\$112,000</b>	<b>\$2,351,227</b>	<b>\$177,000</b>
Program Total:	<b>\$2,325,020</b>		<b>\$2,528,227</b>	
Program FTE	15.50	0.00	15.50	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$112,000	\$0	\$177,000
Other / Miscellaneous	\$112,000	\$0	\$177,000	\$0
Total Revenue:	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$177,000</b>	<b>\$177,000</b>

## Explanation of Revenues

Animal Fee revenue: 2,240 animals returned to owner x \$50/avg = \$112,000.

Adoption Revenue. Animal Adoption revenue: 1,625 adoptions x \$40/avg adoption = \$65,000.

## Significant Program Changes

### Last year this program was:

Last year this program was: #91007, Animal Services Shelter Services. No significant changes

**Lead Agency:** Community Services

**Program Contact:** Tim Scott

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Elections Division conducts all local, city, county, state and federal elections for the citizens of Multnomah County, 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 Description

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 (OCVR); maintaining address and district data; checking signatures on city, local and state 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 250 temporary election workers.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of votes counted	431,272	440,000	296,647	454,750
Outcome	Percent of customers satisfied with counter service	98.0%	95.0%	99.0%	95.0%
Efficiency	Personnel costs per 1000 ballots cast	776	900	850	1,200

### Performance Measure - Description

Customer satisfaction was measured through a survey completed by Elections customers immediately following service. The results shown above reflect the percentage of customers who indicated that customer service either met or exceed their expectations.

Personnel Cost per 1,000 ballots cast (in dollars) in FY 10-11 is for the Gubernatorial General Election; Current Year Purchased and Current Year Estimate is for the Presidential Primary Election; and the Next Year Offer is for the Presidential General Election in November 2012.

## Legal/Contractual Obligation

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 Voter Empowerment Act establish nation wide election administration standards.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,389,874	\$0	\$1,332,878	\$0
Contracts	\$373,000	\$0	\$366,725	\$0
Materials & Supplies	\$1,100,461	\$0	\$1,152,367	\$0
Internal Services	\$613,885	\$0	\$766,419	\$0
Total GF/non-GF:	<b>\$3,477,220</b>	<b>\$0</b>	<b>\$3,618,389</b>	<b>\$0</b>
Program Total:	<b>\$3,477,220</b>		<b>\$3,618,389</b>	
Program FTE	11.00	0.00	10.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$784,578	\$0	\$1,084,931	\$0
Total Revenue:	<b>\$784,578</b>	<b>\$0</b>	<b>\$1,084,931</b>	<b>\$0</b>

## Explanation of Revenues

Revenue is generated by the collection of fees for candidate filings, voters' pamphlet filings and data sales to candidates, campaigns and political parties. Revenue is also generated by reimbursements from districts for their apportioned share of the cost of the election. Election expenses are reimbursed by special districts. Special elections called by the State are reimbursed by the State. 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 districts apportioned cost in these elections.

## Significant Program Changes

✔ Significantly Changed

### Last year this program was: #91008, Elections

Last year Elections had 11 FTE. Due to increasing efficiency in the program provided by new technology introduced over the last two years and to meet constraint Elections will reduce 1 FTE this year in the OA2 classification. This will give election 10 FTE in FY13.

Due to span of control goals for the County, Elections has reclassified one management position to a represented position. Previously Elections had two managers, each with a 1:5 span of control ratio. By making this change Elections will have one manager with a 1:9 span of control ratio.

In order to meet the needs of the Presidential General Election in November 2012, Elections will request \$335,323 in one time only money for added personnel, printing and postage expenses.

**Lead Agency:** Community Services  
**Program Offer Type:** Innovative/New Program  
**Related Programs:** 91008A  
**Program Characteristics:** One-Time-Only Request

**Program Contact:** Tim Scott

### Executive Summary

The Elections Division conducts all local, city, county, state and federal elections for the citizens of Multnomah County, 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 Description

Once every four years a Presidential General Election takes place and this will occur in FY13. Expenses for Presidential General Elections are far greater than any other election that occurs in the 4 year cycle due to a much higher rate of participation by voters. This is a one-time-only program offer to increase the Elections Division budget for these non-recurring expenses.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of votes counted	431,272	440,000	296,647	454,750
Outcome	Percent of customers satisfied with counter service	98.0%	95.0%	99.0%	95.0%

### Performance Measure - Description

Customer satisfaction was measured through a survey completed by Elections customers immediately following service. The results shown above reflect the percentage of customers who indicated that customer service either met or exceed their expectations.

### Legal/Contractual Obligation

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 Voter Empowerment Act establish nation wide election administration standards.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$193,823	\$0
Materials & Supplies	\$0	\$0	\$72,000	\$0
Internal Services	\$0	\$0	\$69,500	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$335,323</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$335,323</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

All revenue has been included in the regular Elections program offer #91008.

### Significant Program Changes

Last year this program was:

**Lead Agency:** Community Services

**Program Contact:** Gerald Elliott

**Program Offer Type:** Support

**Related Programs:** 91002, 91005, 91006, 91007, 91008A, 91012, 91013, 91015, 91016, 91017, 91018, 91020, 91021

**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.

### Program Description

This work unit supports the operations of Animal Services, Elections, Survey, Road Services, Bridge Services, Land Use Planning and Transportation Planning. 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Lines of payroll input	118,339	118,000	119,000	120,000
Outcome	Percent of invoices paid on time	86.0%	90.0%	90.0%	90.0%
Quality	Customer survey	4	4	4	4

### Performance Measure - Description

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. Goal is an average rating of 4, this would be the equivalent of 'very good'.



## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$254,415	\$535,003	\$236,005	\$1,155,632
Contracts	\$0	\$5,800	\$0	\$56,000
Materials & Supplies	\$0	\$15,682	\$0	\$25,480
Internal Services	\$9,975	\$141,683	\$37,421	\$215,793
Unappropriated & Contingency	\$0	\$0	\$0	\$78,749
Total GF/non-GF:	<b>\$264,390</b>	<b>\$698,168</b>	<b>\$273,426</b>	<b>\$1,531,654</b>
Program Total:	<b>\$962,558</b>		<b>\$1,805,080</b>	
Program FTE	3.00	6.00	3.00	12.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$14,733	\$0	\$28,193	\$0
Fees, Permits & Charges	\$45,000	\$197,000	\$43,000	\$621,415
Intergovernmental	\$0	\$501,168	\$0	\$910,239
Total Revenue:	<b>\$59,733</b>	<b>\$698,168</b>	<b>\$71,193</b>	<b>\$1,531,654</b>

## Explanation of Revenues

This program provides support services to other programs within the department. The revenue for this program represents work performed for other programs. Offsetting expenses are found in the program offers for the other programs as Internal Services - Other.

## Significant Program Changes

**Last year this program was:** #91011, Budget and Operations Support

Due to reorganizations, this program offer has 6.0 more FTE than FY12. This includes 3.0 FTE moving over from the Bridge Shop. These employees have been a part of Budget and Operations Support, but have been previously shown in the Bridge program offers. 2.0 FTE are moving from the Road Services program offer as part of span of control initiatives. 1.0 FTE is moving from the Central Stores program offer to provide purchasing support to the Yeon complex.

**Lead Agency:** Community Services  
**Program Offer Type:** Existing Operating  
**Related Programs:** 91013, 91016, 91017, 91018  
**Program Characteristics:**

**Program Contact:** Jim Clayton

### 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, providing survey records to the public and providing surveying support to other county programs and local agencies.

### Program Description

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 is critical to ensuring 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 correctness 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 is essential for providing information required by land surveyors, developers, the title industry, planning jurisdictions, and others.

Other Functions

- Provide surveying support for capital projects on county roads and bridges.
- Provide surveying support for county departments and local agencies.
- Provide surveying expertise to the public and to county and local agencies.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of New Public Land Corner Reports filed	177	150	150	150
Outcome	Percentage of plats reviewed within 21 days	100.0%	97.0%	100.0%	100.0%
Input	Number of plats received for approval	87	100	85	85
Quality	Number of affidavits of correction filed for errors on plats	3	2	3	3

### Performance Measure - Description

The County Surveyor's Office maintains approximately 2000 public land survey corners. We file a detailed report after corner visits that require changes to monumentation.

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 of all required documentation. 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.

## Legal/Contractual Obligation

The County Surveyor is a position mandated by state statute. The duties of the County Surveyor are mandated by ORS Chapter 209. Plat review and approval is 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,017,337	\$0	\$1,035,264
Contracts	\$0	\$1,500	\$0	\$1,500
Materials & Supplies	\$0	\$34,200	\$0	\$33,150
Internal Services	\$0	\$235,553	\$0	\$237,237
Capital Outlay	\$0	\$12,500	\$0	\$12,500
Unappropriated & Contingency	\$0	\$417,910	\$0	\$568,849
Total GF/non-GF:	<b>\$0</b>	<b>\$1,719,000</b>	<b>\$0</b>	<b>\$1,888,500</b>
Program Total:	<b>\$1,719,000</b>		<b>\$1,888,500</b>	
Program FTE	0.00	10.00	0.00	10.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$27,192	\$0	\$25,364	\$0
Fees, Permits & Charges	\$0	\$966,500	\$0	\$1,405,000
Other / Miscellaneous	\$0	\$752,500	\$0	\$483,500
Total Revenue:	<b>\$27,192</b>	<b>\$1,719,000</b>	<b>\$25,364</b>	<b>\$1,888,500</b>

## Explanation of Revenues

All revenues are from user fees or charges for services. Over the past several years the numbers of real estate developments and transactions have been on a steady decline. This has had a significant impact on the revenue generated by this program. Downsizing and other cost saving measures have been implemented. To help keep this program self sufficient we are proposing to increase the recording fee from \$5 to \$10 and the filing fee from \$300 to \$400.

Revenue estimates are as follows (these reflect proposed fee increases described above):

- Public Land Corner Preservation Fund – estimated 105,000 documents recorded at \$10 each = \$1,050,000
- Plats and Surveys submitted for filing/recording - estimated 400 at \$400 each = \$160,000.
- Plat review and approval - actual cost incurred - estimated \$105,000.
- Survey support for county road and bridge projects, and other county departments and local agencies – estimated \$90,000.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #91012, County Surveyor's Office

Due to the continued weak development and housing climate has resulted in a steady decline of revenue from survey and plat submittals, as well as from document recording fees, this program offer reflects the proposed fee increases as described under Explanation of Revenues.

**Lead Agency:** Community Services  
**Program Offer Type:** Existing Operating  
**Related Programs:** 91012, 91018, 91020, 91022

**Program Contact:** Kim Peoples

**Program Characteristics:**

**Executive Summary**

The Road Services 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, to have access to emergency services, businesses, retail outlets, schools and for recreational activities. Multnomah County's economy is dependent on the transportation system to move products to markets.

**Program Description**

Road Services is responsible for design and 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 provides quality roads through innovation, skilled workforce and efficient practices. Recent innovations include an automated vehicle tracking system that enables evaluation of maintenance operations to optimize routing efficiencies, smart phone technology for lead field workers to send real time data to office staff for immediate analysis and an automated work dispatch and tracking system.

Four program areas (engineering and operations, asset management, water quality and road maintenance) deliver services to comply with local, state, and federal transportation requirements while striving to achieve the transportation priorities Multnomah County residents have 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 daily maintenance and traffic services that contribute to public safety, environmental protection, and livability.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Lane Miles maintained by Multnomah County forces	0	826	826	826
Outcome	Pavement Condition Index (PCI)	70	71	69	68
Input	Number of FTE's in Road Services	63	62	61	60
Outcome	Customer Survey	4	4	4	4

**Performance Measure - Description**

Road Services provides maintenance and emergency services to 579 lane miles of county roads annually. An additional 247 lane miles of city streets are maintained annually by contract. Beyond the County roads the Division continues to perform maintenance services to numerous cities and counties in the region. Providing these services beyond the County road network ensures the County maintains critical resource mass for County road operations and allows the Division overhead to be spread over a larger service base.

The County rates road surfaces using a pavement management system to assess the condition of the road surface. The system produces a numerical value, assigning a Pavement Condition Index (PCI) rating between 0 and 100, with a 100 as excellent. The target is to keep the PCI from falling, more than four points per year through limited pavement overlays and judiciously applying routine maintenance applications.

The employees of Road Services construct and maintain roads, bridges and intersections to ensure safe passage through our County. This includes maintaining rights-of-way, ensuring appropriate road signage, ensuring intersection signals are functioning properly, and appropriate measures are taken when adverse weather affects driving conditions.

Customer Survey solicits feedback from the stakeholders we serve. The goal is to maintain a "good" satisfaction rating. On a scale of 1 to 5, a good rating equates to a 4. The feedback offers the program the ability to evaluate the satisfaction of services the program delivers. The Division continues to use an online web survey tool in addition to targeted solicited feedback from selected customers. Balancing customer satisfaction against the road system needs within available revenue requires the Division to continuously evaluate how and where resources are used to achieve a favorable customer response.

## Legal/Contractual Obligation

The Division fulfills its obligation as a road authority under the provisions of ORS–368 and 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$5,827,006	\$0	\$5,881,255
Contracts	\$0	\$440,500	\$0	\$259,500
Materials & Supplies	\$0	\$1,633,287	\$0	\$1,785,650
Internal Services	\$0	\$2,387,266	\$0	\$2,516,066
Total GF/non-GF:	<b>\$0</b>	<b>\$10,288,059</b>	<b>\$0</b>	<b>\$10,442,471</b>
Program Total:	<b>\$10,288,059</b>		<b>\$10,442,471</b>	
Program FTE	0.00	62.00	0.00	60.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$216,296	\$0	\$202,630	\$0
Fees, Permits & Charges	\$0	\$193,000	\$0	\$262,500
Intergovernmental	\$0	\$9,604,059	\$0	\$9,333,546
Taxes	\$0	\$375,000	\$0	\$50,000
Other / Miscellaneous	\$0	\$116,000	\$0	\$796,425
<b>Total Revenue:</b>	<b>\$216,296</b>	<b>\$10,288,059</b>	<b>\$202,630</b>	<b>\$10,442,471</b>

## Explanation of Revenues

The program is funded by "County Road Funds". Road Funds 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

The recent increase in the state gas tax is critical in helping to backfill a six year revenue decline to the Road Fund and is now providing for new investment into the County's road infrastructure. Although the Division finances are marginally enhanced, revenues remain vulnerable to the economic fluctuations of the nation, state and region. Reduced economic activity manifests itself in reductions in travel demands resulting in less fuel consumption. The State's economic health also extends into trucking activity and the number of registered vehicles inside Multnomah County both of which are key revenue drivers for the Road Fund.

This FY 2012-13 Program Offer maintains current service levels for the Division. The Division does plan to again make targeted increases in road surface treatments and restore a seasonal employee budget to maximize work plan efficiencies. The Division is excited to be piloting new data technologies for dispatching and tracking service requests and infrastructure inventories. Road Services also looks forward to providing support to the Sellwood Bridge project with employee resources where appropriate.

**Lead Agency:** Community Services

**Program Contact:** Brian Vincent

**Program Offer Type:** Existing Operating

**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 and 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 Description

The Bridge Maintenance and Operations program is comprised of two main functional groups. 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 protective (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. The Operations group is stationed in the operator houses on each of the four drawbridges. Bridge Operations raise and lower the draw spans to allow ships to pass. They also perform very minor preventative maintenance. Both these groups work closely with Bridge Engineering on a wide variety of projects and issues.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Preventative Maintenance tasks completed	1,923	1,750	1,850	1,750
Outcome	Percentage of Preventative Maintenance tasks completed	96.0%	95.0%	96.0%	95.0%
Outcome	Successful Bridge Openings	100.0%	99.0%	99.0%	99.0%

### Performance Measure - Description

Preventative maintenance tasks help keep the bridge 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%

## 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,165,143	\$0	\$2,174,843
Contracts	\$0	\$20,423	\$0	\$20,425
Materials & Supplies	\$0	\$376,985	\$0	\$288,950
Internal Services	\$0	\$402,868	\$0	\$640,509
Total GF/non-GF:	<b>\$0</b>	<b>\$2,965,419</b>	<b>\$0</b>	<b>\$3,124,727</b>
Program Total:	<b>\$2,965,419</b>		<b>\$3,124,727</b>	
Program FTE	0.00	23.50	0.00	23.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$56,566	\$0	\$50,121	\$0
Intergovernmental	\$0	\$0	\$0	\$2,739,777
Other / Miscellaneous	\$0	\$2,965,419	\$0	\$384,950
<b>Total Revenue:</b>	<b>\$56,566</b>	<b>\$2,965,419</b>	<b>\$50,121</b>	<b>\$3,124,727</b>

## 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.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #91015, Bridge Maintenance and Operations

Last Year this program offer showed 23.5 FTE, this year it shows 23.0 FTE. This net reduction of 0.5 FTE is actually comprised of an increase of 1.0 FTE for an additional Electrician and a reduction of 1.5 FTE for the transfer of Budget and Operations Support personnel to program offer 91011.



**Lead Agency:** Community Services

**Program Contact:** Brian Vincent

**Program Offer Type:** Existing Operating

**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 and 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.

During FY 2013, the Sellwood Bridge Project will continue as the project team begins construction. As a result, construction expenses will continue through FY 2013.

### Program Description

Bridge Engineering is composed of engineers, engineering technicians and support personnel. They provide planning, engineering and construction project management for 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 to allow them to be raised and lowered.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Dollar Value of Capital Improvements	4,299,229	17,400,000	5,214,174	1,700,000
Outcome	Percent of project milestones met	100.0%	100.0%	100.0%	100.0%
Quality	Percent of Cost Growth	0.0%	0.0%	0.0%	0.0%

### Performance Measure - Description

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. The percent of cost growth compares the total construction cost estimate at the beginning of the fiscal year to the total construction cost estimate at the end of the fiscal year.



## 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,457,433	\$0	\$2,426,678
Contracts	\$0	\$143,158	\$0	\$2,717,324
Materials & Supplies	\$0	\$118,681	\$0	\$99,350
Internal Services	\$0	\$485,397	\$0	\$830,668
Capital Outlay	\$0	\$9,805,000	\$0	\$0
Unappropriated & Contingency	\$0	\$545,907	\$0	\$75,694
Total GF/non-GF:	<b>\$0</b>	<b>\$13,555,576</b>	<b>\$0</b>	<b>\$6,149,714</b>
Program Total:	<b>\$13,555,576</b>		<b>\$6,149,714</b>	
Program FTE	0.00	19.65	0.00	18.15
<b>Program Revenues</b>				
Indirect for dep't Admin	\$60,030	\$0	\$64,557	\$0
Fees, Permits & Charges	\$0	\$1,359,000	\$0	\$3,600,000
Intergovernmental	\$0	\$7,548,211	\$0	\$2,549,714
Other / Miscellaneous	\$0	\$4,648,365	\$0	\$0
Total Revenue:	<b>\$60,030</b>	<b>\$13,555,576</b>	<b>\$64,557</b>	<b>\$6,149,714</b>

## 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 bridges. These funds are used to leverage Federal and State dollars to provide a greater benefit to the County. On most capital projects this leverage usually provides at least 10 Federal and/or State dollars for each County dollar spent on Multnomah County bridges.

## Significant Program Changes

**Last year this program was:** #91016, Bridge Engineering

Last Year this program offer showed 19.65 FTE, this year it shows 18.15 FTE. This reduction of 1.5 FTE is attributable to the transfer of Budget and Operations Support personnel to program offer 91011.

**Lead Agency:** Community Services

**Program Contact:** Ian Cannon

**Program Offer Type:** Existing Operating

**Related Programs:** 91011, 91016, 91018

**Program Characteristics:**

### Executive Summary

The Sellwood Bridge has deteriorated after approximately 80 years of service, and the bridge has a vehicle weight limit of 10 tons maximum. TriMet buses and most trucks are excluded from using the bridge. Approximately 30,000 vehicles cross the narrow two-lane bridge each day. This program offer represents the effort required in FY 2013 to replace this bridge.

### Program Description

The County began the planning process for replacing the Sellwood Bridge in 2006. It is estimated that the total cost of the replacement project will be \$268 million with completion expected in 2016.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of the detour bridge construction complete	0.0%	0.0%	0.0%	100.0%
Outcome	Percent of the new bridge construction complete	0.0%	0.0%	0.0%	20.0%

### Performance Measure - Description

In FY 13, we are expected to complete construction of the shoofly (detour bridge), which will allow us to begin work on construction of the main span. We are also on a strict timeline. In order to maintain that timeline, we will need to complete approximately 20% construction phase of this project.

### Legal/Contractual Obligation

Multnomah County is required to maintain the Sellwood Bridge in accordance with; State Law; ORS 382.305 through 382.425, HB 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
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$11,366,000	\$0	\$26,688,107
Materials & Supplies	\$0	\$7,500	\$0	\$107,000
Internal Services	\$0	\$10,761,548	\$0	\$10,193,099
Capital Outlay	\$0	\$40,800,000	\$0	\$101,558,383
Debt Service	\$0	\$0	\$0	\$40,985,000
Cash Transfer	\$0	\$42,298,611	\$0	\$9,065,000
Unappropriated & Contingency	\$0	\$65,433,876	\$0	\$24,389,863
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$170,667,535</b>	<b>\$0</b>	<b>\$212,986,452</b>
<b>Program Total:</b>	<b>\$170,667,535</b>		<b>\$212,986,452</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$9,000,000	\$0	\$79,849,266
Other / Miscellaneous	\$0	\$161,667,535	\$0	\$133,137,186
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$170,667,535</b>	<b>\$0</b>	<b>\$212,986,452</b>

### Explanation of Revenues

Beginning Working Capital - \$6M, Bond Issue - \$127M, County VRF - \$10M, City of Portland project reimbursement - \$45M, State reimbursement for work completed on the East interchange - \$14M, Federal through State Reimbursement via the Tiger III grant - \$11M.

### Significant Program Changes

**Last year this program was:** #91017, Sellwood Bridge Replacement  
No significant program changes are expected in FY 2013

**Lead Agency:** Community Services  
**Program Offer Type:** Existing Operating  
**Related Programs:** 91011, 91013, 91016, 91017

**Program Contact:** Jane McFarland

**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 and pedestrian facilities. The purpose of this program is to maintain and enhance the existing transportation system.

**Program Description**

Capital improvements are relatively high dollar value projects to rehabilitate, improve, or replace when needed, transportation infrastructure assets such as roads and bridges. This program represents County funds, and funds from outside sources that pass through the County, to make capital improvements on County owned Bridges, Roads and Bicycle/Pedestrian facilities. 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 to match available funds. This program is approved by the Board of County Commissioners. Transportation personnel work with County and outside agencies to secure funding for these projects. The County's bridges, roads and bicycle/pedestrian assets are valued in excess of \$1.7 billion dollars. It is very important to protect these assets. Many factors contribute to the constant degradation of the transportation infrastructure so constant effort is required to maintain the current status.

Current capital needs are identified in the Transportation Capital Improvement Plan. The plan outlines needed Road and Bridge improvements during 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. The major transportation capital project included in the FY13 budget is the Sellwood Bridge design, right of way acquisition and initial construction activities.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Dollar value of capital improvements	3,439,341	9,965,000	6,471,168	4,315,000
Outcome	Percent of cost growth	0.0%	0.0%	19.0%	0.0%

**Performance Measure - Description**

Dollar value of capital improvements includes all County funds spent, regardless of source. The percent of cost growth compares the total construction cost at completion at the beginning of the fiscal year to the total construction cost estimate at the end of fiscal year for major projects. This measures the ability to control cost growth during construction. Current year growth is due to the Morrison Bridge Main Span project.

### Legal/Contractual Obligation

This program is mandated by Federal Regulation CFR Title 33 which covers the responsibilities of drawbridge owners, 366.744 and ORS 382.305 – 382.425, specifically addressing the Willamette River Bridges, ORS 366.514, addressing the Bike and Pedestrian Program, ORS 368, addressing 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
<b>Program Expenses</b>	2012	2012	2013	2013
Internal Services	\$0	\$781,286	\$0	\$771,381
Capital Outlay	\$0	\$2,465,000	\$0	\$6,050,000
Unappropriated & Contingency	\$0	\$259,250	\$0	\$358,500
Total GF/non-GF:	<b>\$0</b>	<b>\$3,505,536</b>	<b>\$0</b>	<b>\$7,179,881</b>
Program Total:	<b>\$3,505,536</b>		<b>\$7,179,881</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$16,487	\$0	\$14,968	\$0
Fees, Permits & Charges	\$0	\$290,000	\$0	\$0
Intergovernmental	\$0	\$1,456,286	\$0	\$4,116,967
Other / Miscellaneous	\$0	\$1,759,250	\$0	\$3,062,914
<b>Total Revenue:</b>	<b>\$16,487</b>	<b>\$3,505,536</b>	<b>\$14,968</b>	<b>\$7,179,881</b>

### 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 through intergovernmental agreements.

### Significant Program Changes

Last year this program was: #91018, Transportation Capital

**Lead Agency:** Community Services

**Program Contact:** Jane McFarland

**Program Offer Type:** Existing Operating

**Related Programs:** 10034A, 40045, 40047, 91013, 91016, 91017

**Program Characteristics:**

### Executive Summary

Transportation Planning develops and implements strategies to improve all modes of transportation at the regional and local levels; advocates for transportation policies that support Multnomah County's health and social services mission, including Community Wellness and Prevention (CWPP) and the Climate Action Plan (CAP); reviews transportation impacts of proposed new development, prepares the County's Capital Improvement Plan and Program (CIPP); identifies and secures funding for capital, maintenance and preservation of the County's transportation system.

### Program Description

Transportation Planning staff undertakes planning, project development and funding of the County's transportation system, and implements policies and programs that accomplish objectives of the CAP and CWPP. To accomplish this, staff provides expertise to the County's road and bridge engineering, maintenance and operations, maintains the transportation capital program, and manages the bicycle and pedestrian (active transportation) program. We partner with the Health Department and Office of Sustainability to align efforts that accomplish multiple program objectives. Transportation staff represents the County in regional and local transportation planning forums providing technical and policy expertise on transportation equity, active transportation, greenhouse gas reduction and provides staff support for local transportation system planning and development in the cities of Fairview, Troutdale and Wood Village. Staff develops, analyzes and advocates for regional transportation and land use policies and priorities that advance the County's Climate Action Plan, health and equity goals, and economic stability and growth. We are directly engaged in regional, state and federal decision-making on transportation funding that affect the County's ability to achieve a range of its inter-departmental goals.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of development proposals reviewed	131	130	130	140
Outcome	Percent of proposals approved w/transportation evaluations, findings.	84.0%	90.0%	80.0%	90.0%
Efficiency	Average review time in days*	9	10	9	10

### Performance Measure - Description

A primary service 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 indications of the amount of effort required to process the applications and how effective the process is.

\* The current year estimate includes the outcome of all applications initiated in FY11. Some of these will be approved in FY13 but counted in the FY11-12 measure as they are completed. This practice is consistent with previous years' performance measurements.

## Legal/Contractual Obligation

Transportation Planning operates under mandates from several statutes including ORS 368 and 371, OAR 660 Division 12, the Federal Clean Water Act, and 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$369,095	\$0	\$378,402
Contracts	\$0	\$9,500	\$0	\$9,000
Materials & Supplies	\$0	\$8,495	\$0	\$8,445
Internal Services	\$0	\$40,136	\$0	\$52,925
Total GF/non-GF:	<b>\$0</b>	<b>\$427,226</b>	<b>\$0</b>	<b>\$448,772</b>
Program Total:	<b>\$427,226</b>		<b>\$448,772</b>	
Program FTE	0.00	3.40	0.00	3.40
<b>Program Revenues</b>				
Indirect for dep't Admin	\$9,015	\$0	\$8,708	\$0
Intergovernmental	\$0	\$427,226	\$0	\$448,772
<b>Total Revenue:</b>	<b>\$9,015</b>	<b>\$427,226</b>	<b>\$8,708</b>	<b>\$448,772</b>

## 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. Much of Transportation Planning's effort over the next year will be directed at leveraging our limited resources to secure adequate funds to address critical needs and maintain existing infrastructure.

## Significant Program Changes

Last year this program was: #91020, Transportation Planning

**Lead Agency:** Community Services

**Program Contact:** Karen Schilling

**Program Offer Type:** Existing Operating

**Related Programs:** 10034A, 91020

**Program Characteristics:**

**Executive Summary**

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. The program includes long range planning, current planning, and code compliance functions. Long Range Planning works with citizens to develop land use policies that meet the needs of our rural communities; updates County codes to incorporate changes to federal and state land use laws; and coordinates with regional partners to plan for the orderly urbanization of rural lands. Current Planning implements adopted policies and laws. Staff explains land use rules to the public; reviews land use and building applications for compliance with applicable laws; and problem solves complex land use issues with applicants. Code Compliance is largely complaint driven, emphasizing hands on work with property owners to achieve voluntary compliance with land use rules.

**Program Description**

Land use planning facilitates and oversees compliance efforts to assure public policies regarding "what we want our rural communities to look like over time" are addressed. Statewide Planning Goals and the National Scenic Area Act express values of the larger community and influence how we plan locally. Our program helps neighbors connect on land use issues by offering forums and providing a policy framework for citizens to engage in crafting a "vision" for their community. This vision is captured in a Comprehensive Plan containing land use planning policies, strategies, and maps that we implement daily to provide long term predictability to the land use pattern. Careful planning contributes to the County being an attractive place to live and work, ensuring that we have a sustainable healthy environment, a vibrant rural economy, beautiful parks and greenspaces, and accessible transportation choices. Policy choices support timber and agricultural economies, preserving natural amenities, and planned growth. Land use reviews focus on conflicting uses, namely residential development to ensure they do not undermine these policy objectives.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# land use/compliance inquiries	8,657	9,500	8,000	8,000
Outcome	# land use/compliance actions taken	461	500	450	500
Quality	% compliance cases resolved voluntarily	99.0%	100.0%	95.0%	100.0%
Efficiency	% land use decisions made in 120 days	85.0%	85.0%	95.0%	90.0%

**Performance Measure - Description**

The output measure includes calls received and responded to (6,392), walk-in customers assisted (2,209) and enforcement complaints logged (56). The outcome measure captures preliminary meetings held (129), land use reviews issued (107), zoning signoffs completed (152), and enforcement cases closed within the fiscal year (73). Numbers in parentheses are for FY10-11. For code compliance, our quality goal is 100% voluntary compliance for complaints closed. For land use, our efficiency goal was to issue 82% of decisions so that they became final within 120 days of when they were made complete, notwithstanding that state law allows counties 150 days.



## Legal/Contractual Obligation

Multnomah County must adopt a Comprehensive Land Use Plan that meets State 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 (i.e. 150 day clock). 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$885,404	\$0	\$893,103	\$0
Contracts	\$76,200	\$8,093	\$75,200	\$43,083
Materials & Supplies	\$26,352	\$0	\$45,303	\$0
Internal Services	\$309,952	\$0	\$185,661	\$0
Total GF/non-GF:	<b>\$1,297,908</b>	<b>\$8,093</b>	<b>\$1,199,267</b>	<b>\$43,083</b>
Program Total:	<b>\$1,306,001</b>		<b>\$1,242,350</b>	
Program FTE	8.20	0.00	8.20	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$76,000	\$8,093	\$70,000	\$8,083
Intergovernmental	\$0	\$0	\$0	\$35,000
Total Revenue:	<b>\$76,000</b>	<b>\$8,093</b>	<b>\$70,000</b>	<b>\$43,083</b>

## Explanation of Revenues

Land Use Planning will receive a maximum of \$35,000 from the State to assist with implementing the land use rules in the National Scenic Area. 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 are reimbursed.

Fees are set and collected for land use permits. We estimate \$70,000 in revenues from land use permits.

The program also receives an estimated \$8,083 that are payments from the Forest Service for land acquired by the US in the National Scenic Area. This revenue is also known as 1% Payments.

## Significant Program Changes

Last year this program was: #91021, Land Use Planning

**Lead Agency:** Community Services

**Program Contact:** Tom Hansell

**Program Offer Type:** Existing Operating

**Related Programs:** 91013

**Program Characteristics:**

### Executive Summary

The County entered into intergovernmental revenue sharing agreements starting in 1984 whereby dedicated county road funds the County receives are transferred as county roads were annexed by the Cities of Portland, Gresham, Troutdale and Fairview. The supplemental payments executed by this program offer, fulfill the funding requirements of these agreements as it pertains to county road funds.

### Program Description

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. For the Cities of Portland and Gresham, the supplemental payment formula is adjusted based on actual receipts collected by the County.

Planned FY 2013 Payments

- City of Fairview \$12,050
- City of Troutdale \$14,850
- City of Gresham \$3,429,077
- City of Portland \$25,480,900

Between 1984 and 2011 the County has transferred 606 miles of roads to cities.

This program offer does not deliver any county service 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

### Performance Measure - Description

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.

## Legal/Contractual Obligation

Funding obligations are prescribed in the city/county agreements.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$28,531,350	\$0	\$28,936,877
Internal Services	\$0	\$256,782	\$0	\$260,431
Total GF/non-GF:	<b>\$0</b>	<b>\$28,788,132</b>	<b>\$0</b>	<b>\$29,197,308</b>
Program Total:	<b>\$28,788,132</b>		<b>\$29,197,308</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$85,594	\$0	\$86,811	\$0
Intergovernmental	\$0	\$20,788,132	\$0	\$21,597,308
Taxes	\$0	\$7,000,000	\$0	\$7,100,000
Other / Miscellaneous	\$0	\$1,000,000	\$0	\$500,000
<b>Total Revenue:</b>	<b>\$85,594</b>	<b>\$28,788,132</b>	<b>\$86,811</b>	<b>\$29,197,308</b>

## 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

Changes in the cash transfer to all cities were minor due continued flat revenue receipts from both the State Highway Fund and County Gas Tax.

**Lead Agency:** Community Services

**Program Contact:** Kim Peoples

**Program Offer Type:** Innovative/New Program

**Related Programs:** 91013, 91020

**Program Characteristics:** One-Time-Only Request, Climate Action Plan

### Executive Summary

This County effort contributes to a collaborative effort known as the Climate Action Plan (CAP). It directly supports CAP 2030 Objective 3 regarding Watershed Health.

Culverts under roadways that are barriers to migrating salmon must be replaced in a manner that reflects priorities for fish, watersheds and road construction. This program includes an analysis using updated science to evaluate and prioritize culvert replacement. This analysis will lead to new culvert design and construction.

### Program Description

The Road Services Division is a regional leader in sustainable maintenance and service policies and practices that respond to the Endangered Species Act, Safe Drinking Water Act, and Clean Water Act that contribute to public safety, environmental protection, and livability.

The Water Quality Program supports Road Services by informing operations and maintenance practices on County roadways in a manner that avoids and minimizes impacts to waterways and natural resources.

Culverts under roadways can act as barriers to the migration of salmon, and as such, must be replaced with salmon-friendly structures to comply with the expectations of the federal Endangered Species Act and state rules.

The County's fish-passage culvert inventory and priority list is 20 years old and not based on current science. As we move towards developing the FY2015-19 Transportation Capital Improvement Plan and Program, the Board should base its investment decisions on sound current data. This one-time funding will allow Road Services to assess fish passage constraints due to culverts in County rights of way, and to develop priorities based on recent fish presence studies and fish passability requirements. Completing this assessment during 'FY 13 will provide necessary and timely input for the 2015-19 CIPP.

The County may partner with the two County Soil and Water Conservation Districts to complete the analysis and priority recommendations.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Completed culvert replacement priority list	0.0%	0.0%	0.0%	100.0%
Outcome	All County fish passage culverts evaluated	0.0%	0.0%	0.0%	100.0%

### Performance Measure - Description

The culvert replacement priority list will be a completed report using input from the previous culvert inventory, new scientific reports, fieldwork, and strategies from external partners to improve related aspects of watershed health.

The evaluation will consider culverts on all fish bearing streams in the County.

### Legal/Contractual Obligation

The updated culvert replacement prioritization fulfills the requirements that prohibit ‘take’ of threatened salmon under the federal Endangered Species Act section 4(d). This analysis will lead to new culvert design and construction to remove barriers to salmon.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$0	\$35,000	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$35,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

\$35,000 County General Fund - one time only

### Significant Program Changes

Last year this program was:

**Lead Agency:** Community Services

**Program Contact:** Jane McFarland

**Program Offer Type:** Innovative/New Program

**Related Programs:** 91020

**Program Characteristics:** One-Time-Only Request, Climate Action Plan

### Executive Summary

This County effort contributes to a collaborative effort known as the Climate Action Plan (CAP). It directly supports CAP 2030 Objectives 5 and 16.

Multnomah County's Safe Routes to Schools Program is building capacity within elementary and middle schools in the Reynolds School District to launch and sustain SRTS practices. These are based on 3 tools - Education, Encouragement and Engineering.

This program will invest in the education, encouragement and engineering components necessary to changing behavior in ways that reduce carbon emissions, increase public health and well-being and create vibrant neighborhoods.

### Program Description

Multnomah County Transportation Planning initiated a partnership with Reynolds School District and the Health Department to implement Safe Routes to Schools Action Plans at targeted elementary and middle schools in the cities of Troutdale, Fairview, and Wood Village. Safe Routes to School (SRTS) programs are currently administered by Portland and Gresham. This program ensures that all urban schools in the County are supported in realizing the health, safety, and community-building benefits that come with increased walking and biking to school.

**Education and Encouragement:** Funding will support promotional events at 4 schools in East Multnomah County, supplying multi-lingual materials, signage and banners, and modest incentives to support SRTS programs.

**Engineering:** Implement Troutdale Elementary School Action Plan. Funding will support identified needed safety signage and cross walk improvements near Troutdale Elementary School.

Funds will also leverage federally-funded SRTS "mini-grants" for outreach and education. Additional infrastructure needs will be incorporated into the County's Transportation Capital Improvement Plan.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	4 total educational and encouragement events at schools	0	0	1	4
Outcome	Troutdale Elementary crosswalks and safety signage	0	0	0	3

### Performance Measure - Description

County staff will conduct a minimum of 4 educational and encouragement events at elementary schools in the Reynolds School District in FY'13. These events will promote walking and bicycling and providing safe opportunities for parents and students to travel together and inspire each other. The will also teach children about bicycling and walking safety skills, proper walking and bicycling behaviors, and could include driver safety campaigns in the vicinity of schools.

The safety signage and crosswalk striping needs for Troutdale Elmentary School are based on recommendations from the School's SRTS Action Plan. Three key intersections have been identified for improved signage and striping treatments: Buxton Ave. at 7th St., Cherry Park at 7th St., Chapman St. at Troutdale Rd.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$0	\$0	\$30,000	\$0
Total GF/non-GF:	\$0	\$0	\$30,000	\$0
Program Total:	\$0		\$30,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

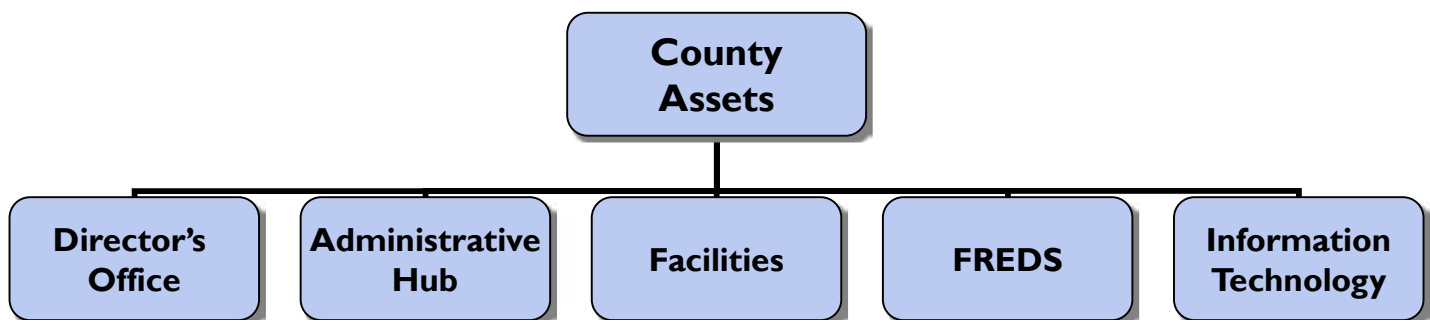
Last year this program was:  
This is a new program offer.

## Department Overview

The Department of County Assets (DCA) plans for, acquires, and manages County operating assets. The department coordinates use of the tools and infrastructure. County employees and programs need to provide community services efficiently and effectively. Programs within the department include:

- Facilities and Property Management Division, responsible for managing over 3 million square feet of general office, library, court, jail, probation, clinic, shop, warehouse and other types of specialized space primarily owned by the county in over 130 locations.
- Facilities Capital Program
- Fleet, Records, Electronics, and Distribution Services
- Information Technology Division, providing telecommunication, network, and hardware infrastructure support, as well as managing over 5,000 PCs, laptops and tablets, 400 servers, 114 network circuits, and 216 business applications used by county employees and their business partners.
- Countywide Strategic Sourcing
- Administrative Services Hub, that provides human resources, procurement, contracting, finance, budget, internal service rate-setting, capital planning, accounts payable, and other administrative services to DCA, the Department of County Management (DCM) and Nondepartmental agencies and offices.

The Department of County Assets was created in FY 2012. Over the next fiscal year, this new department will continue to evaluate opportunities to implement best practices, integrate service delivery, improve internal service rate models, and significantly “rethink” County business tools and processes.





### Budget Overview

The Department of County Assets has a budget of \$141 million. This is a reduction of \$7.8 million from FY 2012.

DCA budgets in several internal services funds which are for services such as fleet, information technology, distribution and facilities, most of which are paid for by service reimbursements from users of these services.

General Fund support increased by \$4 million in FY 2012 to \$5.6 million in FY 2013. This is budgeted in the Director's Office, Administrative Hub and Strategic Sourcing divisions.

Facilities capital funds are reduced by \$8 million to \$36.4 million and other internal services funds are reduced by \$1.1 million. The Capital Acquisition Fund decreases by \$2.8 million to \$1.4 million.

<b>Budget Trends*</b>					
	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2012</b>	<b>FY 2013</b>	
	<b><u>Actual</u></b>	<b><u>Current Estimate</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Difference</u></b>
Staffing FTE	310.15	308.64	308.64	306.55	(2.09)
Personnel Services	\$35,701,900	\$35,587,505	\$37,574,283	\$39,244,725	\$1,670,442
Debt Service	15,144,318	24,740,770	18,079,183	16,755,998	(1,323,185)
Contractual Services	29,792	0	0	0	0
Materials & Supplies	41,501,744	44,612,155	49,223,048	57,331,363	8,108,315
Capital Outlay	<u>3,472,098</u>	<u>29,792,783</u>	<u>43,928,679</u>	<u>27,679,345</u>	<u>(16,249,334)</u>
<b>Total Costs</b>	<b>\$95,849,852</b>	<b>\$134,733,213</b>	<b>\$148,805,193</b>	<b>\$141,011,431</b>	<b>(\$7,793,762)</b>

\*Does not include cash transfers, contingencies or unappropriated balances. Program offers DO contain contingencies, transfers, and unappropriated balances.

## Successes and Challenges

### Successes:

Progress on multiple Multnomah Evolves projects: approval of Central Stores recommendations to move from a centralized stores organization to the implementation of best practices in strategic sourcing; the evaluation of Fleet Maintenance resulting in the development of an RFP and current discussions with the City of Portland regarding an inter-governmental agreement; selection of a new countywide budget system; consolidation of administrative services into an Administrative Hub; span of control changes eliminating one management position and one management reclassification.

The East County Courthouse with new county data center is scheduled to open in the spring of 2012 including completion of disaster recovery site for County's critical business systems. The facility will meet LEED Gold certification standards.

Using ARRA funding: to install building automations systems in 38 County owned buildings to measure and monitor electricity and gas usage and to install a heat recovery system in the Inverness Jail laundry to capture, filter and reuse gray waste water.

In-servicing four Nissan LEAF electric vehicles (EVs) into the Multnomah Building motor pool replacing four older gasoline powered cars and using ARRA funding, 12 EV charging stations were installed at three libraries and at the Multnomah Building garage.

Selection and implementation of key technology investments: implementation of a new Mental Health client case management system with scheduled completion in June, 2012; Implementation of county-wide contracting system (SRM); technology upgrade for the DSS-J data warehouse scheduled for completion June, 2012; and final selection of the VoIP vendor to replace the County's aging phone systems.

### Challenges:

Challenges are in two major areas: funding and organizational. Funding challenges are focused in creating effective mechanisms for funding new investments in assets including technology, buildings and fleet while continuing to fund the existing assets to ensure that we preserve and protect our current investments in technology, buildings and fleet.

From an organizational perspective, challenges center on managing organizational change given the creation of the new department and Multnomah Evolves projects as well as retaining, recruiting and training a multi-generational work force. Additionally, given all the change, it is increasingly important and challenging to keep staff and management focused on the priority projects that support our customers' ability to provide direct services in the most efficient manner.

### Diversity and Equity

The Department of County Assets supports the implementation of county diversity and equity goals through its policies and its participation in diversity and equity activities. DCA is represented on the Equity Council and the Dignity and Respect campaign. DCA is creating departmental Mission, Vision, and Values that support Diversity and Equity. DCA is identifying new ways of recruiting, analyzing adverse impacts of hiring decisions and creating an environment to integrate diversity and equity into our culture. The DCA management team will attend diversity training provided by the Executive Learning Series and will use this to launch a departmentwide DCA diversity and equity initiative.

Our management team is working with ODE on management training and a summer intern program. Departmentwide, we support Minority, Women, and Emerging Small Businesses (MWESB) in our procurement processes.

FPM works with MWESB communities and agencies in its procurement processes to ensure the 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 also 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 thus ensuring diverse construction contracting opportunities. IT works with iUrban to create conferences to introduce at-risk youth careers in IT. The first conference was attended by 100 youth.

### Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
DCA Director's Office	\$557,216	\$0	\$557,216	2.00
Facilities	0	78,613,223	78,613,223	79.00
Fleet, Records, Electronics, Distribution	0	14,424,816	14,424,816	34.40
Information Technology	0	44,458,679	44,458,679	151.15
Administrative Hub	4,575,979	0	4,575,979	36.50
Countywide Strategic Sourcing	492,451	0	492,451	3.50
<b>Total County Assets</b>	<b>\$5,625,646</b>	<b>\$137,496,718</b>	<b>\$143,122,364</b>	<b>306.55</b>

*Includes cash transfers, contingencies, or unappropriated balances.*

### Director's Office

The DCA Directors' Office provides leadership, strategic direction, operational assessment, and accountability in the oversight and management of county assets, including information technology, fleet, facilities, records, distribution, electronics, and strategic sourcing. The Director's Office works with all County departments to establish priorities and guidelines for the use of County assets, and ensures that operations are aligned with these priorities and provided in a cost-effective manner.

The Director's Office will focus on several Multnomah Evolves initiatives in FY 2013. One is Strategic Sourcing, which will move the county to use an industry standard of commodity planning and sourcing with "just in time" purchasing and direct shipment of office supplies and similar commodities. This change will free up resources previously used in leasing and maintaining a large warehouse and inventories of commodities. The Director's Office will also continue to refine and improve the Administrative Hub, which provides services to the departments of County Management and County Assets and to Nondepartmental agencies for human resources and administrative services, budgeting and financial planning, and contracts and procurement. The hub is intended to eliminate duplication and streamline processes through economies of scale. Strategic sourcing is a county-wide function also managed by the Administrative Hub.

### Significant Changes

The Multnomah Evolves initiative will continue to result in significant programmatic changes for asset management at the County. Ongoing initiatives that rely on the Director's Office's leadership include:

- Working to identify the best solution for providing fleet maintenance services for the County's fleet of vehicles.
- Completion of the County's Facilities Asset Strategic Plan, which will provide a "blueprint" for Facilities acquisition, construction, operations and maintenance, use by County programs, and disposition.
- Development of asset management and replacement funding strategies for County assets including hardware and software, vehicles, and equipment used to operate County programs.
- Implementing the Convergence Project, which will replace the County's legacy telephone system with a voice-over-internet-protocol (VoIP) system.

### Administrative Hub

The DCA Administrative Hub provides human resources, procurement, contracting, finance, budget, internal service rate-setting, capital planning, accounts payable, and other administrative services to more than 600 County employees in DCA, the Department of County Management (DCM) and Nondepartmental agencies and offices. Functional areas include:

- Human Resources and Administration—provides Human Resources services including strategic planning, recruiting, investigations, performance management, and HR transaction processing. Administrative services include Multnomah Building 4th floor reception; supplies ordering, timekeeping, travel and training requests; and other general administrative services.
- Strategic Sourcing, Procurement, and Contracting—provides contracting and procurement services for commercial, personal services, construction, lease, software, maintenance and repair, and architectural contracts, including contract development, negotiation, risk assessment/management, supplier/vendor management and ongoing contract administration.
- Budget, Finance, and Planning—provides departmental budget, rate setting, and capital planning service for hub customers including rate analysis and creation, budget development, management, and on-going analysis, and capital planning/analysis. Processes A/P and A/R transactions and performs grant accounting.

### Significant Changes

The Administrative Hub was created during FY 2012. Significant changes include:

- The merger of two former HR units was completed. 1.00 FTE HR manager position was eliminated.
- Analysis began of human resources functions and business processes to increase administrative efficiency and to improve service to County employees.
- The HR Hub team took on management of administrative and support functions.
- Contracts and Procurement transitioned and centralized the ordering, administration of, and payment for multi-function devices (copiers) to the IT Division.
- Contracts and Procurement anticipates a significant workload increase in FY 2013 as the implementation of the SAP Contracts module (SRM) goes live, and as the Strategic Sourcing team is formed and implements the new Countywide purchasing tool.
- Budget, Rate-Setting, and Capital Planning anticipates streamlining the asset cost recovery rate-setting process, developing and implementing an asset management practice for DCA, and continuing to strengthen the County's capital planning processes.

### Fleet, Records, Electronics, Distribution Services (FREDS)

Fleet, Records, Electronics, and Distribution Services provide operational support services to all County departments and agencies.

- Fleet Services maintains and manages over 700 vehicles of various types, including four all-electric vehicles added to the fleet in FY 2012.
- Records and Archive Management develops and maintains record retention schedules to ensure that all legal and administrative requirements are met. The program manages over 121 million documents dating back to 1855.
- Electronics Services designs, installs, and maintains jail security systems, access control systems, two-way radio communications, closed circuit television security systems, and emergency vehicle equipment
- Distribution Services provides pick and delivery of mail and supplies, medical lab tests, processing and metering of US Mail, US Mail training and consultation, and management of mail services contracts.

### Significant Changes

Significant changes for FY 2013 include:

Distribution Services will move from its current location to the Blanchard Building. This move, in conjunction with the close of the County's Central Stores warehouse operation, will require delivery routes to be re-drawn and delivery schedules to be updated and revised.

The Department of County Assets will continue its work to identify the best solution for providing fleet maintenance services for the County's fleet of vehicles.

### Facilities and Property Management

The Facilities and Property Management Division (FPM) acquires, provides and maintains the County's portfolio of building assets. FPM manages an inventory of more than 3 million square feet of owned and leased space in 131 buildings located throughout Multnomah County. Our mission is to pro actively plan, maintain, operate, and manage all County properties in a safe, accessible, and effective manner.

Our customers are the key drivers for all business decisions. FPM strives to provide innovative workplace solutions for our customers coupled with long-term strategies that address future needs. To assist customers with planning and decision making, we developed reporting tools that give clients greater access to their space inventory, billing data and capital projects status. In addition to serving our customer's specific needs, FPM has a broader vision of building thriving communities and promoting stewardship of the taxpayers' assets. We demonstrate environmental sustainability and energy efficiency, through ongoing energy conservation projects, leadership in County recycling, sustainable procurement, and Green Building construction practices. 98% of FPM's requirement contracts utilize MWESB and QRF businesses.

Buildings are our business, but people are our focus. Our employees are our greatest assets and our vision is to be the provider of choice for customers, taxpayers, and the public.

### Significant Changes

Significant changes for FY 2013 include:

- Transfer of 8.00 FTE from Facilities and Property Management to the Administrative Hub (offers 78042, 78043 and 78044).
- Increase of 1.00 Facilities Dispatch/Scheduler in the Dispatch unit to accomplish new signage, scheduling and inventory control work.
- Increase Property Management by 0.50 FTE to rebalance Library portfolio.
- Addition of one limited duration Facilities Specialist 3 to support the implementation of projects that result from the Facility Asset Strategic Plan (78012).
- Creation of the Strategic Planning and Projects section to manage, provide, assist and coordinate the development and implementation of the Facility Asset Strategic Plan (78012).

### Information Technology

County Information Technology's (IT) 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 focuses 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 2013 IT initiatives. This solid framework empowers IT employees to solve County business challenges by focusing on priority projects and by embracing new technologies to improve service and reduce costs.

Information Technology manages 5,112 PCs and laptops, 301 virtual servers, 87 physical servers, 114 network circuits, and approximately 300 business applications. IT Staff support business applications spanning primary health care, social services, transportation and bridges, facilities, finance, payroll, benefits, animal services, emergency management, assessment and taxation, land use planning, library, jail management, and community justice. 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 2013 reflect the following:

- Re-assigning roles and responsibilities within several IT work teams to better align with new technologies and to meet project requirements. This includes the transition to the DCA Administrative Hub.
- Implementing a two-site data center model, leveraging a co-location vendor-provided facility and a new County managed facility. The co-location facility became operational in January 2012 and the new County facility is expected to be operational in May/June 2012 (see program offer 78024 for details).
- Leveraging cloud computing services through Google Apps for Government and Amazon hosting services for the County's external website and Intranet.
- Implementing a new infrastructure to support both data and telecommunications through the Convergence/Voice Over IP project (see program offer 78024 for details).
- Completing several large system implementations including a new Case Management system for the Mental Health and Addiction Services, an Electronic Medical Record for Corrections Health, and a county-wide Budget System.



### Countywide Strategic Sourcing

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. A key outcome of the Multnomah Evolves initiative, the County's Strategic Sourcing program focuses on 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.

Strategic Sourcing includes several key tenets or procurement best practices:

1. Consolidating spending 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 spending and achieve better prices.

### Significant Changes

Full implementation of Strategic Sourcing will occur in FY 2013. Key activities related to Strategic Sourcing include:

- Countywide implementation of both a new on-line catalogue of goods and an associated purchasing tool, called Multco Marketplace, that will allow County employees to purchase the goods they need for their work and have those items shipped directly to their work sites.
- Developing and implementing coordinated sourcing plans for various commodities in use in the County, including office supplies, paper, medical supplies, and vehicles, tools, and equipment.

### 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 2013 General Fund	Other Funds	Total Cost	FTE
<b>DCA Director's Office</b>					
78000	DCA Director's Office	\$557,216	\$0	\$557,216	2.00
<b>Facilities &amp; Property Management</b>					
78001	Facilities Director's Office	0	2,136,532	2,136,532	2.00
78002	Facilities Debt Service and Capital Fee Pass-Through	0	5,997,587	5,997,587	0.00
78003	Facilities Operations and Maintenance	0	5,692,618	5,692,618	48.00
78004	Facilities Property Management	0	7,519,008	7,519,008	8.00
78005	Facilities Capital Operating Costs	0	1,380,920	1,380,920	11.00
78006	Facilities Capital Improvement Program (CIP)	0	28,592,800	28,592,800	0.00
78007	Facilities Capital Asset Preservation (AP)	0	7,740,158	7,740,158	0.00
78008	Facilities Building Materials and Services	0	6,723,509	6,723,509	0.00
78009	Facilities Utilities Pass Thru	0	6,100,000	6,100,000	0.00
78010	Facilities Lease Management	0	5,567,695	5,567,695	2.00
78012	Facilities Strategic Planning & Projects	0	1,162,396	1,162,396	8.00
<b>Fleet, Records, Electronics, Distribution</b>					
78016	Fleet Services	0	4,956,259	4,956,259	15.60
78017	Fleet Vehicle Replacement	0	4,106,239	4,106,239	0.00
78018	Records Section	0	928,535	928,535	4.00
78019	Distribution Services	0	1,841,561	1,841,561	6.40
78020	Motor Pool	0	224,856	224,856	2.30
78021	Electronic Services	0	1,369,828	1,369,828	6.10
78022	Central Stores Close-Out	0	997,538	997,538	0.00

# County Assets

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Information Technology</b>					
78023	IT Innovation and Investment Fund	0	6,725,557	6,725,557	0.00
78024	IT Strategic Modernization Projects	0	1,424,943	1,424,943	0.00
78025	IT Planning Projects & Portfolio Management	0	2,288,167	2,288,167	11.00
78026	IT Data Center and Technical Services	0	3,781,130	3,781,130	19.25
78027	IT Help Desk Services	0	1,182,710	1,182,710	7.90
78028	IT Telecommunications Services	0	2,823,102	2,823,102	5.00
78029	IT Network Connectivity	0	3,652,086	3,652,086	12.00
78030	IT Desktop Services	0	2,825,163	2,825,163	23.00
78031	IT Asset Replacement	0	2,415,329	2,415,329	0.00
78032	IT Health and Human Services Application Services	0	2,799,096	2,799,096	17.00
78033	IT Public Safety Application Services	0	2,336,102	2,336,102	17.00
78034	IT DCS and Internal Systems	0	853,890	853,890	5.00
78035	IT Data and Reporting Services	0	6,991,402	6,991,402	14.00
78036	IT SAP Support Team	0	2,305,056	2,305,056	11.00
78037	IT General Government and Enterprise Web Services	0	2,054,946	2,054,946	9.00
<b>Administrative Hub</b>					
78042	Administrative Hub: Budget, Rate-Setting, Capital Planning	818,363	0	818,363	7.00
78043A	Administrative Hub: Contracts and Procurement	1,675,289	0	1,675,289	13.50
78043B	Administrative Hub Contracts Transition	103,442	0	103,442	0.00
78044	Administrative Hub: Finance & Administration	902,785	0	902,785	9.00
78045	Administrative Hub: Human Resources	1,076,100	0	1,076,100	7.00
<b>Strategic Sourcing</b>					
78046	Countywide Strategic Sourcing	<u>492,451</u>	0	<u>492,451</u>	<u>3.50</u>
<b>Total County Assets</b>		<b>\$5,625,646</b>	<b>\$137,496,718</b>	<b>\$143,122,364</b>	<b>306.55</b>

**Lead Agency:** Department of County

**Program Contact:** Sherry Swackhamer

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Department of County Assets was created in FY2012 to align management of County assets including information technology, facilities, fleet vehicles, and records. This was the first step in "Multnomah Evolves" with the goals of managing costs and ensuring that the County's limited resources are invested where they are needed most. The pilot of the Administrative Hub best practice is also included. DCA management provides leadership, strategic direction, and operational assessment and accountability to ensure these goals are met.

### Program Description

The DCA Director's Office is accountable for leadership in the oversight and management of county assets including information technology, fleet, facilities, records and the related functions. Other responsibilities include electronics and new as a result of Multnomah Evolves, will be Strategic Sourcing which will move the county to use an industry standard of commodity planning and sourcing with "just in time" purchasing and direct shipment of office supplies and similar commodities. This change will free up resources previously used in leasing and maintaining a large warehouse and inventories of commodities. The department manages the pilot of the "Administrative Hub" concept, also part of the Multnomah Evolves initiative. The Admin Hub includes departmental services for Human Resources, Adm, Budgeting, Rate Setting, Capital Planning, Finance, Procurement, and Contracting. The departmental services are provided to DCA, DCM and the non-departmental entities. The hub concept is intended to eliminate duplication and streamline processes through economies of scale. Strategic sourcing is a county-wide function also managed by the Administrative Hub.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of Multnomah Evolves Projects Completed	0	0	0	2
Outcome	Continued streamlining of dept. Operations	0.0%	0.0%	0.0%	0.4%

### Performance Measure - Description

Output--At least 2 Multnomah Evolves projects completed next year. Most likely Fleet Maintenance and Motor Pool.

Outcome--Continued streamlining in department organization w/at least 40% reviewed and analyzed based on FTE count.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$306,622	\$448,647	\$0
Contracts	\$0	\$25,000	\$61,800	\$0
Materials & Supplies	\$0	\$48,341	\$15,700	\$0
Internal Services	\$0	\$22,800	\$31,069	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$402,763</b>	<b>\$557,216</b>	<b>\$0</b>
Program Total:	<b>\$402,763</b>		<b>\$557,216</b>	
Program FTE	0.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$0	\$557,216	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$557,216</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

**Last year this program was:** #78000, Department Management

Last year's program description was focused on Information Technology which is now integrated with DCA.

**Lead Agency:** Department of County

**Program Contact:** Colleen Bowles

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Facilities Director's Office provides comprehensive strategic and operational guidance on Real Property and Facilities to County executives and departmental clients. It directs and supports the strategies, policies, and operations of the Facilities Division within the Department of County Assets.

As owners, Facility and Property Management's responsibility is inclusive of strategic, tactical and on-going operations. We provide guidance to stakeholders regarding the potential impact of their decisions on the provision of space and services, while at the same time ensuring the proper operation of all aspects of our buildings, creating optimal, safe and cost effective environments for the occupants.

### Program Description

The Director's Office ensures the functionality and safety of the built environment by integrating people, place, processes and technology. We assist departmental stakeholders by developing and integrating strategies and agreed upon services that support and improve the effectiveness of the County's primary services. In 2011, the Board of County Commissioners agreed to fund the Facilities Asset Strategic Plan (FASP) through which we are collaborating and developing mutually beneficial strategies and operational initiatives aligning departmental goals and facility management objectives.

This program provides comprehensive facilities strategic and operational oversight with phased guidance throughout a building's life cycle, which normally extends over many decades. We ensure facility decisions and activities are guided by Climate Action Plan goals (CAP 18-1, 18-2, 18-4, 18-8, 18-9).

This is accomplished by planning, coordinating with and directing the Capital, Maintenance Operations, and Strategic Planning Managers and their respective programs in the development of the annual 5 year Capital Improvement Plan; a comprehensive Facilities Asset Strategic Plan, as well as the development and execution of corrective, preventive and predictive maintenance schedules that support internal and external agencies and departments.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Annual Employee Performance Reviews Completed	0.0%	0.0%	100.0%	100.0%
Outcome	Customer Satisfaction Rating	0.0%	0.0%	90.0%	90.0%
Outcome	Sustainability Goals integrated into project plans	0.0%	0.0%	100.0%	100.0%
Outcome	Building Systems Operability Rating	0.0%	0.0%	99.0%	99.0%

### Performance Measure - Description

All employees will receive annual feedback on their performance, develop appropriate work goals and competencies, and assess professional development opportunities.

As an internal service, Facilities strives to provide quality services to County clients. Customer surveys are issued to clients to solicit feedback and identify areas for improvement.

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.

All building systems will be functional and operable 99% of the time to prevent closure of any County owned facility.

## Legal/Contractual Obligation

State Court mandate for space.

We use Qualified Rehabilitation Firms (QRF) that perform janitorial, landscaping and security and 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.

Public Contracting Rules Board requirements for supporting Minority, Women and Emerging Small Businesses and sustainable purchasing.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$285,782	\$0	\$275,930
Contracts	\$0	\$41,000	\$0	\$75,000
Materials & Supplies	\$0	\$37,650	\$0	\$39,650
Internal Services	\$0	\$383,807	\$0	\$1,745,952
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$748,239</b>	<b>\$0</b>	<b>\$2,136,532</b>
Program Total:	<b>\$748,239</b>		<b>\$2,136,532</b>	
Program FTE	0.00	15.00	0.00	2.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$748,239	\$0	\$2,136,532
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	<b>\$0</b>	<b>\$748,239</b>	<b>\$0</b>	<b>\$2,136,532</b>

## Explanation of Revenues

Facilities receives 79% of its revenues from Departmental Service Reimbursements. Additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements). The remaining 13% of revenues are generated through service requests or enhanced services that are programmatic requirements such security or custodial services beyond basic building needs.

## Significant Program Changes

Last year this program was: #78003, Facilities Administration and Business Services

**Lead Agency:** Department of County

**Program Contact:** Colleen Bowles

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### 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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Complete annual allocations to departments	0.0%	0.0%	100.0%	100.0%
Outcome	Complete building occupancy data for accurate allocations	0.0%	0.0%	100.0%	100.0%

### Performance Measure - Description

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****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$0
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0
Internal Services	\$0	\$6,017,772	\$0	\$5,449,772
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$528,028	\$0	\$547,815
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$6,545,800</b>	<b>\$0</b>	<b>\$5,997,587</b>
<b>Program Total:</b>	<b>\$6,545,800</b>		<b>\$5,997,587</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$6,717,973	\$0	\$5,997,587
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$6,717,973</b>	<b>\$0</b>	<b>\$5,997,587</b>

**Explanation of Revenues**

FPM generates revenues by directly passing-through the actual expenses related to debt and capital cash transfers. We receive reimbursement through internal client service funds.

**Significant Program Changes**

**Last year this program was:** #78004, Facilities Debt Service and Capital Fee Pass-Through

**Lead Agency:** Department of County

**Program Contact:** Colleen Bowles

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Facilities Operations and Maintenance (O&M) Program encompasses a broad spectrum of services required to ensure building assets will perform the functions for which the facility was designed and constructed while utilizing resources in a fiscally responsible and environmentally conscious manner. O&M embraces industry best practices and state-of-the-art technology in our efforts to continually improve the quality of our services and provide the most cost effective delivery possible.

### Program Description

The Facilities Operations and Maintenance section consists of 48 FTE in 8 trade groups who perform the day-to-day activities necessary for the County's 131 buildings and their systems and equipment to perform their intended function 24 hours a day, 7 days a week. These activities include preventive, predictive (planned) and corrective (reactive) maintenance to form a comprehensive O&M 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 (CAP 18-4, 18-8, 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Work Orders Completed	0	0	25,000	25,000
Outcome	Customer Satisfaction Rating	0.0%	0.0%	90.0%	90.0%
Efficiency	Billable hours as a percentage of total available labor hours	0.0%	78.0%	75.0%	75.0%
Outcome	Fire, Life, Safety Priority Work Orders completed on time	0.0%	0.0%	90.0%	90.0%

### Performance Measure - Description

The number of work orders completed/closed indicates the volume of work performed annually. This number varies primarily due to the amount of client requested work (e.g. office moves). Customer service surveys are issued with each closed work order notification. O&M strives for an A rating of 90% client satisfaction.

Increasing scheduled work improves productivity as demonstrated by the billable hours measurement.

Completing Priority 9 work orders (fire, life & safety issues) within the prescribed due date keeps County employees and the public safe while meeting regulatory requirements.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$5,072,141	\$0	\$5,137,169
Contracts	\$0	\$51,000	\$0	\$51,200
Materials & Supplies	\$0	\$133,197	\$0	\$146,927
Internal Services	\$0	\$337,569	\$0	\$357,322
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$140,854	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$5,734,761</b>	<b>\$0</b>	<b>\$5,692,618</b>
<b>Program Total:</b>	<b>\$5,734,761</b>		<b>\$5,692,618</b>	
<b>Program FTE</b>	0.00	48.00	0.00	48.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$5,852,094	\$0	\$5,692,618
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$5,852,094</b>	<b>\$0</b>	<b>\$5,692,618</b>

**Explanation of Revenues**

Facilities receives 79% of its revenues from Departmental Service Reimbursements. An additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements). The remaining 13% of revenues are generated through service requests or enhanced services that are programmatic requirements such security or custodial services that are beyond basic building needs.

**Significant Program Changes**

**Last year this program was:** #78005, Facilities Operations and Maintenance

**Lead Agency:** Department of County

**Program Contact:** Colleen Bowles

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Property Management team is comprised of 7 Property Managers who are responsible for over 3,000,000 square feet of County building space and serve as the primary facilities contact for departments and agencies.

### Program Description

Property Managers ensure all building users (internal and external) have a single, visible, and accessible point of contact for facilities services. Each have direct oversight of their respective departmental portfolios and assist in annual budget development and contract administration (janitorial, landscaping, security, etc), as well as, supporting the Division's operational and Capital Improvement Project activities. They are each responsible for delivering a proactive and around the clock response for operational needs (contractor access, program support, public meetings), as well as responding to emergencies such as inclement weather and other regional events. Property Managers are instrumental in coordinating sustainability activities, such as, recycling and lowering energy utilization which are critical to achieving Climate Action Plan Actions 18-4, 18-8, 18-9.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Public procurement compliance for contracted services	0.0%	0.0%	100.0%	100.0%
Outcome	Customer Service Satisfaction Rating	90.0%	95.0%	95.0%	95.0%

### Performance Measure - Description

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. Target=95%

### Legal/Contractual Obligation

We use Qualified Rehabilitation Firms (QRF) which perform janitorial, landscaping and security and 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.

Additionally, Public Contracting Rules Board requirements for supporting Minority, Women and Emerging Small Businesses and sustainable purchasing.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$947,262	\$0	\$1,001,793
Contracts	\$0	\$5,058,118	\$0	\$5,336,177
Materials & Supplies	\$0	\$1,424,234	\$0	\$595,452
Internal Services	\$0	\$574,465	\$0	\$585,586
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$8,004,079</b>	<b>\$0</b>	<b>\$7,519,008</b>
Program Total:	<b>\$8,004,079</b>		<b>\$7,519,008</b>	
Program FTE	0.00	6.50	0.00	8.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$5,079,079	\$0	\$4,569,008
Intergovernmental	\$0	\$800,000	\$0	\$610,000
Other / Miscellaneous	\$0	\$2,170,000	\$0	\$2,340,000
Total Revenue:	<b>\$0</b>	<b>\$8,049,079</b>	<b>\$0</b>	<b>\$7,519,008</b>

### Explanation of Revenues

Facilities receives 79% of its revenues from Departmental Service Reimbursements. An additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements). The remaining 13% of revenues are generated through service requests or enhanced services that are programmatic requirements such security or custodial services that are beyond basic building needs.

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #78006, Facilities Property Management

This program will increase by .5 FTE due to a shift in the management of the Library's portfolio.

**Lead Agency:** Department of County

**Program Contact:** John Lindenthal

**Program Offer Type:** Internal Service

**Related Programs:** 78003, 78006, 78007, 78012

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Capital Program Section provides the County with a long-term replacement plan for the major building systems in all County owned buildings. The program prioritizes required work within available resources and provides all of 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 Description

The Capital Program Section is mainly 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. 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 (CAP 18-1, 18-2, 18-4, 18-8, 18-9). 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 is 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Output Completed Projects Program offers 78006 and 78007 combined	80.0%	85.0%	84.5%	85.0%
Outcome	Portion of Primary Owned Buildings which are rated as Tier 1	65.4%	66.7%	66.7%	66.7%
Outcome	Project Management costs (\$/hr)	91	91	91	92
Quality	Provide monthly FM Capital Status Report	0	0	0	12

### Performance Measure - Description

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 stand-alone 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.

A Tier I building is one which is designated for long-term retention and which meets current County standards. East County Courthouse (ECC) will be completed in FY12. Penumbra Kelly Bldg. disposition transaction will close June 30, 2012. These are in the FY12 estimate for Tier 1 building metric. Comparable project management costs at the City of Portland in FY12 are \$106/hr.

Reporting of a monthly Capital Project Status Report started November 2011.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,351,551	\$0	\$1,309,869
Contracts	\$0	\$5,000	\$0	\$5,000
Materials & Supplies	\$0	\$34,500	\$0	\$35,900
Internal Services	\$0	\$29,081	\$0	\$30,151
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$1,420,132</b>	<b>\$0</b>	<b>\$1,380,920</b>
<b>Program Total:</b>	<b>\$1,420,132</b>		<b>\$1,380,920</b>	
<b>Program FTE</b>	0.00	14.00	0.00	11.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$1,420,132	\$0	\$1,380,920
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,420,132</b>	<b>\$0</b>	<b>\$1,380,920</b>

**Explanation of Revenues**

The Capital Improvement Program is primarily funded through a fee structure based on the rentable square footage of County owned facilities. The FY13 fee is \$3.20 psf. The Capital Improvement Program receives some revenues from Energy Trust Incentives and Business Energy Tax Credits (BETC) from the State of Oregon. Additional funding may be recognized through Federal Grant, Financing Proceeds, Inter Governmental Agreement, Interest Earnings and Sales to the Public.

**Significant Program Changes**

**Last year this program was:** #78007, Facilities Capital Operating Costs

A limited duration project manager is providing additional resources on the deferred maintenance bond projects which ends August 2012.

**Lead Agency:** Department of County

**Program Contact:** John Lindenthal

**Program Offer Type:** Internal Service

**Related Programs:** 78003, 78005, 78007, 78012

**Program Characteristics:**

**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 Description**

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. 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. 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 will more closely reflect our business practices on capital improvements. This effort will be complete for the FY 14 budget cycle.

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 just outside the current 5-yr Capital plan (FY17-FY21). Current Countywide, Facilities and Capital efforts are working on this issue. Based on 8% fee increases each year FY18 Capital revenue is projected to be \$11,000,000.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Completed CIP Projects	80.7%	85.0%	84.4%	85.0%
Outcome	Percent of Primary Owned Buildings which are rated as	65.4%	66.7%	66.7%	66.7%
Outcome	Project Management costs (\$/hr)	91	91	91	92

**Performance Measure - Description**

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.

A Tier I building is one which is designated for long-term retention and which meets current County standards. East County Courthouse (ECC) will be completed in FY12. Penumbra Kelly Bldg. disposition transaction will close June 30, 2012. These are in the FY12 estimate for Tier 1 building metric.

Comparable project management costs at the City of Portland in FY12 are \$106/hr.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$109,951	\$0	\$30,724
Contracts	\$0	\$800,000	\$0	\$3,273,855
Materials & Supplies	\$0	\$3,700,000	\$0	\$7,594,000
Internal Services	\$0	\$475,000	\$0	\$450,000
Capital Outlay	\$0	\$33,668,659	\$0	\$17,244,221
Total GF/non-GF:	<b>\$0</b>	<b>\$38,753,610</b>	<b>\$0</b>	<b>\$28,592,800</b>
Program Total:	<b>\$38,753,610</b>		<b>\$28,592,800</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$4,679,274	\$0	\$3,129,267
Intergovernmental	\$0	\$1,019,700	\$0	\$367,656
Other / Miscellaneous	\$0	\$33,054,636	\$0	\$25,095,877
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$38,753,610</b>	<b>\$0</b>	<b>\$28,592,800</b>

**Explanation of Revenues**

Estimated capital fees collected at \$3.20 per square foot on Tier II & III owned space are \$3,129,267 for FY 2013.

Estimated Beginning Working Capital of \$19,648,190 includes restricted funds of \$9,143,950 from the Portland Development Commission for redevelopment of Hawthorne Bridge Ramp.

Intergovernmental agreement with the City of Portland for the Justice Center is \$367,656.

Interest Earnings \$60,000.

Cash Transfer from fund 3505 (Facilities Fund) \$379,411.

Cash Transfer from Animal Services \$8,276 FY13 pmt.

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #78008A, Facilities Capital Improvement Program (CIP)

The Penumbra Kelly Bldg. has been removed from the Tier II building calculation as it has been sold effective June 30, 2012.

The large budget reduction reflects the completion of the East County Courthouse during the spring of 2012.

The Sheriff's Office Willamette River Boathouse is in need of replacement and has been added as a project in the Capital program. A Capital funding strategy for future replacements of Sheriff's office boathouse's is being formulated and will be implemented.

\$5 million in debt proceeds is included in anticipation of the need to pay for pre-development costs associated with the potential construction of a new facility to replace the McCoy Building in FY 2013.

**Lead Agency:** Department of County

**Program Contact:** John Lindenthal

**Program Offer Type:** Internal Service

**Related Programs:** 78003, 78005, 78006, 78012

**Program Characteristics:**

### 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 Description

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 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 upgrades in equipment, systems, and meeting of programs ever-changing needs.

The program continues to look at the long term County benefits by examining program needs, building needs, flexibility, cost efficiencies, building operations and maintenance. The AP Program creates an annual 5-year Capital Plan that focuses on the County's 34 owned Tier I buildings. It works in conjunction 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 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Output Completed Projects	78.8%	85.0%	84.8%	85.0%
Outcome	Percent of Primary Owned Buildings which are rated as	65.4%	66.7%	66.7%	66.7%
Outcome	Project Management costs (\$/hr)	91	91	91	92

### Performance Measure - Description

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.

The East County Courthouse (ECC) will be completed in FY12. Penumbra Kelly Bldg. disposition transaction will close June 30, 2012. These are in the FY12 estimate for Tier 1 building metric.

Comparable project management costs at the City of Portland in FY12 are \$106/hr.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$300,000	\$0	\$965,000
Materials & Supplies	\$0	\$2,025,000	\$0	\$3,655,000
Capital Outlay	\$0	\$3,313,197	\$0	\$3,120,158
Unappropriated & Contingency	\$0	\$1,605,000	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$7,243,197</b>	<b>\$0</b>	<b>\$7,740,158</b>
<b>Program Total:</b>	<b>\$7,243,197</b>		<b>\$7,740,158</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$2,964,182	\$0	\$3,621,892
Other / Miscellaneous	\$0	\$4,279,015	\$0	\$4,118,266
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$7,243,197</b>	<b>\$0</b>	<b>\$7,740,158</b>

**Explanation of Revenues**

Capital fees collected at \$3.20 per square foot on Tier 1 owned space is estimated to be \$3,621,892 in FY 2013.

Estimated Beginning Working Capital is \$4,041,500.

Interest Earnings \$20,000.

Cash Transfer from fund 3505 (Facility Fund) \$168,404

**Significant Program Changes**

**Last year this program was:** #78009, Facilities Capital Asset Preservation (AP)

The East County Courthouse (ECC) has been added to the Tier 1 building list for this program offer.

**Lead Agency:** Department of County

**Program Contact:** Colleen Bowles

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Facilities Building Materials and Services program is responsible for procuring and administering inventory and contracted services for a portfolio of 131 buildings with over three million square feet of space serving a diverse client population. Facilities & Property Management (FPM) contracted for and purchased over \$4.5 million in materials and services in FY11.

### Program Description

This program provides the materials and services that are required to extend the resources of the in-house Operations & Maintenance (O&M) staff (PO #78003) to supply priority access to critical services and technologies that are needed part-time or intermittently. Services include, but are not limited to, the repair and maintenance of emergency generators, boilers, chillers, and plumbing. Building supplies include mechanical parts and consumables such as oil, fluids, filters and light bulbs. FPM provides professional contracting services and transactional activities required to: procure goods/services to repair and maintain buildings and building systems; reconcile and authorize payment of contractor/vendor invoices; ensure compliance with County guidelines; support the County's wide array of occupant and program delivery requirements; and maintain a prudent but adequate level of inventory.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Contract administration reporting	0	12	12	12
Outcome	Inventory system reporting accuracy	98	99	100	100

### Performance Measure - Description

\*Create contracts that are aligned, compliant and monitored with adopted policy and regulations, internal policies and administrative procedures.

\*Create an accurate and accountable inventory management system that aligns with annual spend history and reporting capability.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$0
Contracts	\$0	\$1,193,327	\$0	\$2,323,181
Materials & Supplies	\$0	\$2,565,355	\$0	\$3,875,328
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$650,000	\$0	\$525,000
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$4,408,682</b>	<b>\$0</b>	<b>\$6,723,509</b>
<b>Program Total:</b>	<b>\$4,408,682</b>		<b>\$6,723,509</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$1,372,328	\$0	\$3,187,429
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$2,819,181	\$0	\$3,536,080
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$4,191,509</b>	<b>\$0</b>	<b>\$6,723,509</b>

**Explanation of Revenues**

Facilities receives 79% of its revenues from Departmental Service Reimbursements. Additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements). The remaining 13% of revenues are generated through service requests or enhanced services that are programmatic requirements such security or custodial services beyond basic building needs.

**Significant Program Changes**

**Last year this program was:** #78011, Facilities Building Materials and Services

**Lead Agency:** Department of County

**Program Contact:** Peggidy Yates

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

Facilities and Property Management (FPM) pays utilities (electric, gas, water, sewer, waste hauling) for all 131 County buildings. This program passes through these expenses to County departments as a building charge to the respective tenants. The program is continually pursuing energy and utility saving options to reduce the financial impact on programs and services.

### Program Description

FPM manages utility consumption and pays utility bills for the County. These utility expenses are then charged back to the building tenants that either occupy or lease space in County facilities. The waste/recycling disposal contract for the majority of the county is also included in this program and directly impacts Item 18-8 of the Local Government Operations section of the County's Climate Action Plan.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Reduction in net pounds of waste not diverted.	0	10	10	10
Outcome	Percentage of owned buildings that exceed the EUI benchmarks by 5%.	70.0%	90.0%	90.0%	90.0%

### Performance Measure - Description

**Waste Reduction:** "Waste" is the total pounds created and "Diverted from Waste" is the recycled component. The recycling effort is identified as compost / commingled / glass and is deducted from the total waste tonnage collected.

**EUI Compliance:** "EUI, or Energy Use Intensity, is a unit of measurement that describes a building's energy use. EUI represents the energy consumed by a building relative to established benchmarks. We have 52 facilities in the current calculations. As the American Recovery Reinvestment Act of 2009 Energy Saving Projects scheduled to be completed in 2012, the County will have 48 facilities projected to be in compliance with the benchmarked goal of 5% better than the EUI standard.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$0
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$6,100,000	\$0	\$6,100,000
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$6,100,000</b>	<b>\$0</b>	<b>\$6,100,000</b>
<b>Program Total:</b>	<b>\$6,100,000</b>		<b>\$6,100,000</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$5,980,000	\$0	\$6,060,000
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$120,000	\$0	\$40,000
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$6,100,000</b>	<b>\$0</b>	<b>\$6,100,000</b>

**Explanation of Revenues**

County departments pay a service reimbursement to Facilities based on utility consumption in each County building.

**Significant Program Changes**

**Last year this program was:** #78012, Facilities Utilities Pass-Thru

American Recovery Reinvestment Act Project funds were used to enhance the County's Building Automation Systems in 38 buildings. One of the improvements is the capacity to measure energy consumption in 15 minute intervals in 2013. The resulting data provides an ability to obtain timely information, identify inefficiencies and adjust consumption.

**Lead Agency:** Department of County

**Program Contact:** Peggidy Yates

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Facilities Lease Management program supplements the County's owned real estate portfolio with leased space to ensure departments can deliver their programs and services effectively and efficiently. In addition, Lease Management leases excess building capacity to external clients to reduce vacancy rates in County owned facilities with the overall objective to optimize space and manage operating expenses.

### Program Description

The Lease Management program is responsible for approximately 400,000 square feet, or 14% of the County's leased properties. Team members work directly with departments to identify space criteria based upon program needs, logistics, operating efficiencies, adjacency opportunities and time lines. As a result of department requirements, lease management identifies potential County owned space and available leased space to populate a Lease Evaluation Matrix that the department and County leadership can use to evaluate the most cost effective solution.

In addition to the Lease Evaluation Matrix tool, Lease Management negotiates lease terms, obtains pertinent public permits, manages landlord disputes, and proactively coordinates lease renewals. The program also provides critical 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 the protection of Multnomah County's interests.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Real Estate files updated 10 days after receipt of executed documents	100	98	98	98
Outcome	Percent of leases renewed or terminated by expiration	98	98	98	98

### Performance Measure - Description

Annual lease administration enforcement is managed through the Facilities Lease Information Administration Database which manages building data, property tax exemptions, expense calculations, revenue reconciliations and lease renewal/expiration dates.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$210,573	\$0	\$218,516
Contracts	\$0	\$0	\$0	\$10,000
Materials & Supplies	\$0	\$5,062,577	\$0	\$5,336,503
Internal Services	\$0	\$2,259	\$0	\$2,676
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$5,275,409</b>	<b>\$0</b>	<b>\$5,567,695</b>
<b>Program Total:</b>	<b>\$5,275,409</b>		<b>\$5,567,695</b>	
<b>Program FTE</b>	0.00	2.00	0.00	2.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$5,275,409	\$0	\$5,567,695
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$5,275,409</b>	<b>\$0</b>	<b>\$5,567,695</b>

**Explanation of Revenues**

Lease Management is funded by service reimbursements from County departments.

**Significant Program Changes**

**Last year this program was:** #78013, Facilities Lease Management

Real estate services are becoming more self-sustaining through in-house representation in major transactions, which have generated savings of over \$350,000 in commercial real estate commissions. In 2012, anticipated lease & sales transaction volume, lease & parking administration & internal consultation will continue to result in cost savings due to in-house efforts.

**Lead Agency:** Department of County

**Program Contact:** Peggidy Yates

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Strategic Planning and Projects program of the Facilities and Property Management Division provides a critical role in the Department of County Assets for coordinating the development and implementation of the County-wide Facilities Asset Strategic Plan. The program is responsible for diverse but equally important activities including evaluating strategic portfolio opportunities, compiling and maintaining critical building information, and assessing infrastructure investment to facilitate decisions that are economically viable and reflect the County's mission, vision, and values.

### Program Description

The Facilities Strategic Planning and Projects program coordinates the development of the Facilities Asset Strategic Plan. The Plan addresses County-wide needs, reflects the strategic vision of departmental programs, focuses on the long term operating efficiency of the County and meets Board approval. Facilities Strategic Planning and Projects provides professional strategic planning services that are consistent with industry standards and support timely and informed decisions by the Board and departmental leadership. Approved large strategic projects are implemented by the Facilities Capital Improvement Program (#78006).

Facilities Strategic Planning and Projects ensures that critical facility policy and procedures are developed and implemented. These practices ensure that County priorities and consistent evaluation standards are used for strategic decision-making. This program is also responsible for space optimization and work place planning services. County facilities must be compatible with program needs, support long term operational efficiencies, and reflect the work space needs of the future. In addition, this program is responsible for the development and maintenance of accurate, complete and timely building data for 3.1 million square feet of owned and leased building space.

This program is responsible for providing support on critical County projects underway, including disposition of the Morrison Bridgehead, relocation of the Health Department headquarters, disposition of the Wikman Building, and planning for a downtown Courthouse.

Finally, this program focuses on monitoring, evaluating, and identifying efficiency and waste management opportunities to reduce the impact of utility costs on overall County operations. This includes coordination between Facilities Operations and Maintenance, Property Managers, and the Sustainability Office.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	PULSE Database with costs for buildings systems in County owned Buildings	0	0	0	90
Outcome	Current life-cycle analysis and capital costs for each County facility & system.	0	0	0	90
Outcome	Implementation of Facilities Asset Strategic Planning Tool	0	0	0	1

### Performance Measure - Description

The PULSE database tracks and evaluates the current state of select site and building systems, and determines system replacement costs based on their current state. PULSE provides a budgeting tool that assesses and plans for system replacements for current and future years (a systems lifecycle costing model).

Additionally, the PULSE database is the system of record for key building systems and provides the opportunity to routinely verify data consistency across the division (SAP Plant Maintenance module, AutoCAD, Siemens Building Automation Systems).

As a result of Countywide Departmental stakeholder collaborations a planning tool will be developed to help inform facility decisions that meet County priorities.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$941,705	\$0	\$1,033,674
Contracts	\$0	\$57,250	\$0	\$57,250
Materials & Supplies	\$0	\$27,489	\$0	\$64,119
Internal Services	\$0	\$9,953	\$0	\$7,353
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$1,036,397</b>	<b>\$0</b>	<b>\$1,162,396</b>
<b>Program Total:</b>	<b>\$1,036,397</b>		<b>\$1,162,396</b>	
Program FTE	0.00	0.00	0.00	8.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$483,377	\$0	\$1,059,119
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$435,687	\$0	\$103,277
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$919,064</b>	<b>\$0</b>	<b>\$1,162,396</b>

**Explanation of Revenues**

Facilities receives 79% of its revenues from Departmental Service Reimbursements. Additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements).

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #78007, Facilities Capital Operating Costs

This program was established in August 2011 by combining the Strategic Project section of the Capital Improvement Program with the Building Data Management(BDMC)group in the Business Services section. Additionally BDMC assumed architectural and engineering contract administration and the PULSE database.

This program is converting the Facilities Asset Management Evaluation (FAME) data base to Planned Useful Life: System Evaluation (PULSE) data base to more effectively manage critical building data to identify capital, operations, and warranty information. The data management team maintains accurate and detailed building data and Computer Aided Drafting/Design (CAD) support of all County buildings, and develops cost-effective plans for managing Facilities technology and data.

**Lead Agency:** Department of County

**Program Contact:** Michele Gardner

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

Fleet Services provides vehicle and equipment purchasing and maintenance services, offering transportation and related support services that are responsive to the needs of the County organization and other government agency customers.

### Program Description

The County owns and operates over 700 units of vehicles, equipment, and other related rolling stock and supports over 500 units from other government agencies. Daily (M-F) operations are provided at three maintenance sites. 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, implementation;
- inventory management; regulatory compliance; customer consultation and advice;
- preventive maintenance; emission inspections; towing;
- coordinated vendor repairs; equipment fabrication and modification specialty work;
- scheduled, unscheduled and emergency in-shop and field repairs;
- warranty and recall management and support; failure analysis;
- fuel management(onsite/offsite); tire repair/replacement(onsite/offsite); cleaning;
- driver safety, risk and liability management; accident claims management.

4 Electric Vehicles were in-serviced in FY12

These efforts contribute to the Climate Action Plan carbon emissions reduction activities related to local government operations, item numbers: 18-6 fuel efficiency standards, 18-7 electric and plug-in hybrid vehicles, 18-8 reduce waste.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Revenue from outside agencies	587,212	639,798	523,892	571,115
Outcome	% of outside revenue to overall revenue	12.0%	17.6%	15.9%	14.2%
Quality	Customer satisfaction	99.9%	99.0%	100.0%	100.0%

### Performance Measure - Description

Revenue from outside agencies helps reduce overhead costs. These revenues are driven by customer work and project plans as such, FREDs experiences variability much like any private business.

Customer satisfaction is a measure as reported on our customer cards on individual jobs with good to excellent ratings (reporting range: 1) poor, 2) fair, 3) good, 4) excellent).

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,240,312	\$0	\$1,395,626
Contracts	\$0	\$19,848	\$0	\$27,250
Materials & Supplies	\$0	\$2,603,353	\$0	\$2,425,256
Internal Services	\$0	\$721,777	\$0	\$870,541
Unappropriated & Contingency	\$0	\$178,565	\$0	\$237,586
Total GF/non-GF:	<b>\$0</b>	<b>\$4,763,855</b>	<b>\$0</b>	<b>\$4,956,259</b>
Program Total:	<b>\$4,763,855</b>		<b>\$4,956,259</b>	
Program FTE	0.00	12.90	0.00	15.60
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$2,917,861	\$0	\$3,382,607
Intergovernmental	\$0	\$639,798	\$0	\$571,115
Other / Miscellaneous	\$0	\$302,315	\$0	\$781,009
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$3,859,974</b>	<b>\$0</b>	<b>\$4,734,731</b>

**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 FY12 charge rates. Outside agency revenue is based on providing current service levels at FY12 charge rates. The FY13 budget has been developed based on current service levels.

**Significant Program Changes****Last year this program was:**

County Fleet executed an intergovernmental agreement with the State of Oregon to provide maintenance and repairs for a number of State agency vehicles in the Portland Metro area. The anticipated CYE revenue is at 93% of FY12 budgeted projection.

As a result of the Multnomah Evolves business practices initiative, the County is exploring options for re-engineering how Fleet services will be performed and delivered in the County.

Fleet will add two (2) Inventory Stores Specialist I positions transferred from the defunct Materiel Management program and share costs (60%) for one (1) Procurement Analyst Sr. position with the Department of Community Services for warehouse and inventory support.

**Lead Agency:** Department of County

**Program Contact:** Michele Gardner

**Program Offer Type:** Internal Service

**Related Programs:** 78016

**Program Characteristics:** Climate Action Plan

### Executive Summary

Vehicle Replacement Planning is provided as an interdependent function within Fleet Services (78016). The key objective is to collect revenue for the future purchase and equipping of vehicle assets (capital expenditures) to maximize investment return while keeping customers supplied with appropriate transportation options.

### Program Description

Fleet Services collects and manages the funding for future replacement of vehicles and equipment. Fleet Services will specify, bid, award, receive, inspect, prepare for service and assign replacement vehicles. Fleet Services also administers the re-sale program (surplus disposal) for County vehicles. Vehicles are placed on an established life-cycle replacement schedule and replacement funds are collected from programs that have assigned vehicles. The collected funds are used to buy new vehicles after the predetermined years of life are met. The process to acquire and replace a current vehicle involves assessing the following elements: 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.

These efforts contribute to the Climate Action Plan carbon reduction activities related to local government operations, item numbers: 18-6 fuel efficiency standards, 18-7 electric and plug-in hybrid vehicles

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	% of vehicles that are on delayed replacement	83.0%	73.0%	65.0%	50.0%
Outcome	Surplus gross sales revenue as % of purchase price	9.7%	10.0%	13.0%	10.0%

### Performance Measure - Description

A significantly high number of vehicles remain on delayed replacement. Fleet continues to monitor responsible replacement strategies on an individual program basis.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Capital Outlay	\$0	\$3,886,049	\$0	\$4,106,239
Total GF/non-GF:	<b>\$0</b>	<b>\$3,886,049</b>	<b>\$0</b>	<b>\$4,106,239</b>
Program Total:	<b>\$3,886,049</b>		<b>\$4,106,239</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,312,190	\$0	\$1,404,393
Other / Miscellaneous	\$0	\$3,247,444	\$0	\$2,634,370
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$4,559,634</b>	<b>\$0</b>	<b>\$4,038,763</b>

**Explanation of Revenues**

Vehicles are placed on an established life-cycle replacement schedule and replacement funds are collected on a monthly basis from programs with assigned vehicles. If a vehicle is not replaced after its predetermined replacement life is reached, replacement charges are stopped.

Proceeds from vehicle sales are returned to the Fleet fund.

**Significant Program Changes****Last year this program was:**

Fleet will revisit the delay strategies and establish new replacement guidelines that will promote more efficient and sustainable vehicle purchasing and disposal methods. The intent is to reduce the percentage of vehicle on continued delayed replacement.

**Lead Agency:** Department of County

**Program Contact:** Dwight Wallis

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### 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 Description

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 112 million 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 50,000 square feet in FY11. The program also recycles large volumes of public records (68 tons in FY11) in a sustainable manner that ensures confidentiality.

The program provides consultation in the establishment and organization of electronic records keeping; enterprise document conversion; retention scheduling; archival research, access and preservation; essential records protection, and records management best practices. Archival research activities increased by 22% in FY11, and are expected to continue to grow as the program implements Archon, a web-based archival research tool and content management system. The program is providing electronic records management training courses aimed at helping employees manage common e-records created and managed on their desktops or shared drives. Additionally, program staff are helping the DCA Hub organize active electronic records. The Records Management Program manages a wide variety of technologies, from continuing to refine a growing digital repository to managing microfilm. The program recently completing an extended project to preserve the Recording Office's Book of Records microfilm dating back to 1962, shipping 4,763 rolls of security microfilm to the State Archives in 2011 for secure storage. The program has also begun working with the Office of Emergency Management to address essential records protection throughout the county, utilizing FEMA based standards.

These efforts contribute to the Climate Action Plan activities related to local government operations, item number 18-8, due to the 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, compliant, and trusted electronic records systems.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Retrievals, Refiles and Interfiles (Record Actions) Performed	16,458	13,500	14,000	14,000
Outcome	% of Current Retention Schedules (Updated within the last 5 years)	84.0%	85.0%	87.5%	87.5%
Output	Boxes/Digital Objects, Microfilm Rolls, Maps and Plans Maintained in Storage	94,091	93,000	91,000	91,000
Quality	% of Records Retrievals Delivered to Customers Within 1 Business Day	97.0%	98.0%	99.0%	98.0%

### Performance Measure - Description



**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**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$406,945	\$0	\$364,905
Contracts	\$0	\$22,500	\$0	\$32,000
Materials & Supplies	\$0	\$31,977	\$0	\$31,536
Internal Services	\$0	\$393,880	\$0	\$455,878
Unappropriated & Contingency	\$0	\$45,016	\$0	\$44,216
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$900,318</b>	<b>\$0</b>	<b>\$928,535</b>
<b>Program Total:</b>	<b>\$900,318</b>		<b>\$928,535</b>	
<b>Program FTE</b>	0.00	3.40	0.00	4.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$715,817	\$0	\$840,818
Other / Miscellaneous	\$0	\$184,501	\$0	\$87,717
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$900,318</b>	<b>\$0</b>	<b>\$928,535</b>

**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 FY11.

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:**

To address span of control issues, and, at the same time continue to transition the program to an electronic records environment, 40% of the Records Administrator is assigned to managing Distribution Services. This, and the conversion of the program's dedicated STAR server to a virtual server allows for the conversion of the program's Electronic Records Management Analyst to a permanent position with minimal impact on program rates.

**Lead Agency:** Department of County

**Program Contact:** Dwight Wallis

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### 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. Distribution Services mission is to guarantee County programs have what they need, when they need it, and where they need it.

### Program Description

Distribution Services effectively manages County resources and minimizes service delivery costs by:

1. Centrally coordinating a complex and multifaceted system of distribution logistics across 95 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. Managing a multi-jurisdictional contract for presort services that reduces postage costs for all partners on presorted mail by pooling demand. 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 vote-by-mail, tax mailings, 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, and functions as a high-security, central contact point for receipt and distribution of supplies and equipment for Multnomah County in the event of an emergency.

These efforts contribute to the Climate Action Plan activities related to local government operations, item number 18-8.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of pieces of mail processed.	943,320	900,000	920,849	921,000
Outcome	Presort discount over full postage costs.	24.0%	24.0%	33.0%	33.0%
Quality	US Mail delivered to USPS same day as pickup.	100.0%	100.0%	100.0%	100.0%
Input	Number of mail stops receiving delivery services.	131	130	129	116

### Performance Measure - Description

Number of mail stops based on estimated 10% reduction of stops due to route optimization resulting from closure of Central Stores warehouse.

**Legal/Contractual Obligation**

Receipt, Stage and Storage Center (also known as RSS) role in support of County Emergency Management and County Health Department during emergency response operations.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$516,470	\$0	\$468,737
Contracts	\$0	\$43,584	\$0	\$36,500
Materials & Supplies	\$0	\$1,065,510	\$0	\$1,088,149
Internal Services	\$0	\$146,698	\$0	\$160,867
Unappropriated & Contingency	\$0	\$92,491	\$0	\$87,308
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$1,864,753</b>	<b>\$0</b>	<b>\$1,841,561</b>
<b>Program Total:</b>	<b>\$1,864,753</b>		<b>\$1,841,561</b>	
<b>Program FTE</b>	0.00	7.40	0.00	6.40
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,421,497	\$0	\$1,370,516
Intergovernmental	\$0	\$73,118	\$0	\$79,726
Other / Miscellaneous	\$0	\$370,139	\$0	\$391,319
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,864,754</b>	<b>\$0</b>	<b>\$1,841,561</b>

**Explanation of Revenues**

Distribution Services is funded by a charge system through the Distribution Fund. Service reimbursements are based on delivery stops, US Mail sent, and special services requested. Data used for the estimates are based on historical data and current service levels.

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:**

A reduction of 1 FTE Driver position is related to route optimization and other changes occurring due to the closure of the Central Stores warehouse.

**Lead Agency:** Department of County

**Program Contact:** Michele Gardner

**Program Offer Type:** Internal Service

**Related Programs:** 78016

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Motor Pool program provides shared vehicles for single trip or short-term use available to employees of all County departments. Motor Pool operating costs are recouped by maintaining a competitive user rate. The program meets customer expectations by monitoring daily usage and vehicle availability while also offering sustainable transportation options such as hybrid and electric vehicles which align with Multnomah County's Climate Action Plan.

### Program Description

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. In its entirety, this program may be the largest car sharing program in the state. The program operates through a reservation and per-hour charge back system. The purpose of the centrally managed Motor Pools is to eliminate underutilization of assigned vehicles and reduce private mileage reimbursement costs, thereby supporting departmental travel needs with ease of use and almost zero administrative effort. The downtown site 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of motor pool trips provided	14,656	14,500	14,750	14,750
Outcome	Vehicle availability at Downtown and Multnomah Bldg pools	99.5%	99.0%	99.9%	99.0%

### Performance Measure - Description

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.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$180,205	\$0	\$170,861
Contracts	\$0	\$55,475	\$0	\$3,000
Materials & Supplies	\$0	\$214,967	\$0	\$10,560
Internal Services	\$0	\$24,699	\$0	\$29,728
Unappropriated & Contingency	\$0	\$16,214	\$0	\$10,707
Total GF/non-GF:	<b>\$0</b>	<b>\$491,560</b>	<b>\$0</b>	<b>\$224,856</b>
Program Total:	<b>\$491,560</b>		<b>\$224,856</b>	
Program FTE	0.00	2.41	0.00	2.30
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$576,457	\$0	\$423,536
Intergovernmental	\$0	\$7,960	\$0	\$7,710
Other / Miscellaneous	\$0	\$41,455	\$0	\$65,355
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$625,872</b>	<b>\$0</b>	<b>\$496,601</b>

**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 FY12 charge rates. Outside agency revenue is based on providing current service levels at FY12 charge rates.

**Significant Program Changes**

**Last year this program was:** #78022, FRED'S Motor Pool

Until recently the Motor Pool offered only hybrid vehicles as the sustainable motor pool option. The Motor Pool fleet now has several electric vehicles supported by charging sites at four County sites. This new option clearly meets the County's Climate Action Plan objectives and sets a new standard for sustainable transportation.

**Lead Agency:** Department of County

**Program Contact:** Michele Gardner

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Electronic Services installs and maintains a wide array of electronic equipment for County programs and other local governments. These services are provided for jail security systems, access control systems, two-way radio communication systems, and closed circuit television security systems, as well as maintenance and repair of associated radio, audio/video, digital, and specialized emergency equipment.

### Program Description

The program maintains approximately 7000 pieces of equipment for County programs and other agencies. Electronic Services effectively manages resources and service delivery costs by:

- Diagnosing and repairing equipment at the component level. This permits staff to use the same set of technical skills across a wide variety of highly specialized electronic equipment types thus reducing the number of technical specialists required.
- Focusing on the benefits of government partnerships and sharing technical expertise and equipment rather than duplicating them. Electronic Services provides the community with cost-effective, quality service. As a result, County fixed costs are shared by other organizations. In FY11, revenue from other governments was \$244,449 or 25% of Electronic Services' service revenue.
- Operating with a comparatively high number of billable hours and relatively low overhead to maintain a shop rate that is about 90% of the local market.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Work orders completed	805	1,050	844	850
Outcome	Response time for facility related service calls (in number of <hours)	0	0	0	2

### Performance Measure - Description

✓ **Measure Changed**

In order to reduce time spent on administration the program changed its work order process. Jobs are streamlined, one event per workorder to enable timely billings for customers. The "Work Orders Completed" measure remains relevant at least for the current year.

Response time for facility service calls, which includes the high-demand of detention electronics in the jails and at Juvenile Justice Center, as well as for the City of Portland will be measured in FYE13. The response time to attend to the issue should be within 2 hours or less. Some issues can be resolved by phone, others will require a physical presence at the site.

The previous radio network availability, turn around time, and customer satisfaction measures are not currently tracked and have been dropped for the current year.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$752,230	\$0	\$759,993
Contracts	\$0	\$7,250	\$0	\$7,500
Materials & Supplies	\$0	\$265,669	\$0	\$277,723
Internal Services	\$0	\$55,110	\$0	\$94,841
Capital Outlay	\$0	\$0	\$0	\$5,000
Unappropriated & Contingency	\$0	\$57,053	\$0	\$224,771
Total GF/non-GF:	<b>\$0</b>	<b>\$1,137,312</b>	<b>\$0</b>	<b>\$1,369,828</b>
Program Total:	<b>\$1,137,312</b>		<b>\$1,369,828</b>	
Program FTE	0.00	6.10	0.00	6.10
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$790,697	\$0	\$859,058
Intergovernmental	\$0	\$212,314	\$0	\$225,306
Other / Miscellaneous	\$0	\$633,822	\$0	\$302,723
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,636,833</b>	<b>\$0</b>	<b>\$1,387,087</b>

**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 FY12 charge rates(see program changes below for exceptions). Internal revenues are stated in the internal service revenue budget line. Outside agency revenue, stated in the charges for services line, is based on providing current service levels at FY12 charge rates, plus additional revenue for anticipated projects.

**Significant Program Changes****Last year this program was:**

Changes have been made to the rate structure in how we charge for MCSO detention electronic maintenance. We will move from a flat-rate annual fee structure to a time and material charge rate structure.

**Lead Agency:** Department of County

**Program Contact:** Garret Vanderzanden

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### Executive Summary

This one-time program completes the close-out of the County's Central Stores operation, which will be replaced by Countywide Strategic Sourcing in FY 2013. One-time funding for remaining expenses is provided by beginning working capital attributable to past Central Stores activities.

Closing Central Stores and implementing Strategic Sourcing is a major project in the Chair's Multnomah Evolves Initiative.

### Program Description

Close-out activities include returning the leased warehouse space to the lessor in its original condition, selling remaining inventory, and moving any remaining equipment and supplies to other County locations. Exiting the leased warehouse will require the mail sorting equipment and the mail distribution function to be moved to another County location, and remaining racks and other warehouse equipment will need to be sold.

The majority of these tasks are expected to be finished by the end of June, 2012. This program offer will allow the project to be completed in FY 2013, if the timeline is extended into the summer.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

### Performance Measure - Description



### Legal/Contractual Obligation

The lease termination agreement stipulates that we vacate and return the warehouse to its original condition by no later than August 1, 2012.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$131,652
Internal Services	\$0	\$0	\$0	\$492,356
Cash Transfer	\$0	\$0	\$0	\$316,035
Unappropriated & Contingency	\$0	\$0	\$0	\$57,495
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$997,538</b>
Program Total:	<b>\$0</b>		<b>\$997,538</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$0	\$0	\$997,538
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$997,538</b>

### Explanation of Revenues

The revenue supporting this one-time program is beginning working capital from the Mail Distribution Fund where the Central Stores program operated. Any remaining balance will be returned to the General Fund for FY 2014.

### Significant Program Changes

#### Last year this program was:

This is a new, one-time program for FY 2013.

**Lead Agency:** Department of County

**Program Contact:** Tracey Massey

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### 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 is designed to ensure the County measures and receives value from these investments. Requests are accompanied by scope documents and total cost of ownership model, with an analysis of one-time-only and ongoing operational funding impacts. Once approved, project sponsors must commit to measures, which are monitored to analyze and report on the value proposition.

The executive budget adds three projects that had been proposed in FY 2012 and had remained in the General Fund contingency: SAP enhancements (\$400,000); Employee Benefits Self-Service (\$600,000); and Asset Portfolio Management/Property Portfolio Management (\$500,000). These are County-wide projects to increase operational efficiencies specifically for contracts management, employee benefits administration, and asset management.

### Program Description

The IT Advisory Board oversees the county's cross-departmental capital investments in technology. The program includes carryover dollars for 8 in-process projects supporting DCHS, DCJ, DCM/HR, LPSCC, DCM/BO, MCL & MCHD including a county-wide Budget System. Many projects will implement in FY12, with finalization in FY13. Completed projects in FY12:

- Land Use Planning (External Site)
- Data Center & Disaster Recovery
- MCDA Content & Document Mgt.
- DCHS Mental Health Client Case Mgt.
- DSS-J Technology Upgrade
- Projects in process:
- County-wide Budget System
- DCJ Content Mgt.
- Corrections Health EMR
- Employee Self Serve Benefits Eval.
- MCL Logistics Service Coordination
- Potential high priority projects for FY13:
- County-wide Asset Management
- Pre-screening for Juvenile Crime Prev.
- Mental Health Booking Alerts
- Health Care Transformation/Data Exchange
- Public Safety Data Exchange

To begin in FY 2013 are the three projects added in the Chair's executive budget: SAP enhancements, Employee Benefits Self-Service, and Asset Portfolio/Property Portfolio Management.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of projects monitored per monitoring proces	100.0%	100.0%	100.0%	100.0%
Outcome	Increase in value derived from IT capital project	0.0%	80.0%	0.0%	80.0%

### Performance Measure - Description

Output - 100% of the funded projects will be monitored by ITAB per the established monitoring rules.  
Outcome - Increase in IT capital projects completing and meeting agreed upon outcomes.

**Legal/Contractual Obligation**

Projects recommended for funding by the ITAB are approved by the Board of County Commissioners prior to implementation.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$277,060
Contracts	\$0	\$6,416,618	\$0	\$3,727,885
Materials & Supplies	\$0	\$555,427	\$0	\$999,978
Internal Services	\$0	\$0	\$0	\$49,850
Capital Outlay	\$0	\$466,707	\$0	\$1,610,784
Cash Transfer	\$0	\$0	\$0	\$60,000
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$7,438,752</b>	<b>\$0</b>	<b>\$6,725,557</b>
<b>Program Total:</b>	<b>\$7,438,752</b>		<b>\$6,725,557</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$7,438,752	\$0	\$6,725,557
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$7,438,752</b>	<b>\$0</b>	<b>\$6,725,557</b>

**Explanation of Revenues**

Funding for existing projects in this program offer is from IT Fund beginning working capital and from one-time transfers from the General Fund.

The new projects for FY 2013 will be funded by a one-time transfer from the General Fund.

**Significant Program Changes**

✓ **Significantly Changed**

**Last year this program was:** #78024A, IT Innovation and Investment Fund

In FY12, the BCC approved \$1.5 M in contingency for the three projects noted above, which are currently the highest priority projects for the IT Division. It may prove to be the case that technology needs for implementing health care transformation are a higher priority county-wide, but given the yet undefined interoperability requirements for Healthcare Transformation, this is considered the highest priority for these dollars.

**Lead Agency:** Department of County

**Program Contact:** Gary Wohlers

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer funds the next phases of two long-over-due strategic IT projects approved by the Board of County Commissioners. They modernize the County's technology infrastructure and fundamentally change the way IT operates. The two projects are a new data center with disaster recovery (DCDR), and network convergence.

The Data Center and Disaster Recovery project will move and split the data center from its current single location to a two-site model and add disaster recovery capabilities for the highest priority systems. This project resolves the current facility's short and long-term risks associated with age, design and capacity. The network convergence project will upgrade the County's network so that it can support both voice and data. It will replace the aging, end-of-life phone systems and expand capabilities for County communications.

### Program Description

The new County-owned data center, located in the basement of the new East County Courthouse will be commissioned in the April 2012 with the move completed by June 2012. The second data center site is a leased co-location in Hillsboro. This two-site strategy provides a variable cost structure so that services can expand or contract based on changing County needs. The County will be positioned to meet its needs nimbly in response to the rapid evolution of IT technology. Disaster recovery capabilities that do not currently exist will be added. Progress includes the test and development systems successfully migrated to the co-location site in 1/2012.

The network convergence project will significantly enhance the County's network so that it can support data and voice services, and replace the legacy phone systems. It will reduce risks associated with the current phone system vendor. It will provide increased functionality, mobility and reduce operational costs by dramatically cutting cost when employees move from one location to another e.g. there will no longer be a need for wiring to move an employee (An employee can just login to a phone at a new location).

In preparation for these projects, the IT division and County departments are cleaning up and disposing of unnecessary data, systems, servers, and equipment to shrink the data center foot print. They are eliminating unnecessary and out-dated data and technologies and consolidating the data center servers utilizing new "virtualization technology" to reduce the floor space required to house the servers and save on maintenance and energy costs. At the start of the virtualization project, we had 154 physical servers. We are projecting to be at 68 by the time we move into the East County Courthouse, a reduction of 86 physical servers.

Both projects will result in operational efficiency for IT and our customers. Additional funding from IT beginning working capital is included in program offer 78023 to internally fund additions based on requirements, strategies, technology and locations.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Quarterly Milestone Reviews for each project	8	8	4	4
Outcome	Percent of deliverables for each milestone met at the end of quarterly milestone	80.0%	80.0%	80.0%	80.0%

### Performance Measure - Description

Output - quarterly milestones will be established and results measured for each project.

Outcome - percent of quarterly milestones met.

(These projects will span multiple budget years.)

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$0
Contracts	\$0	\$2,089,086	\$0	\$150,000
Materials & Supplies	\$0	\$0	\$0	\$50,000
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$2,144,267	\$0	\$1,224,943
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$4,233,353</b>	<b>\$0</b>	<b>\$1,424,943</b>
Program Total:	<b>\$4,233,353</b>		<b>\$1,424,943</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$4,233,353	\$0	\$1,424,943
Total Revenue:	<b>\$0</b>	<b>\$4,233,353</b>	<b>\$0</b>	<b>\$1,424,943</b>

**Explanation of Revenues****Significant Program Changes**

**Last year this program was:**

78025 - IT Strategic Modernization Projects.

**Lead Agency:** Department of County

**Program Contact:** Tracey Massey

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### 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 IT Advisory Board and Bond funded projects, as well as ensuring project management standards and processes are in place across the Department of County Assets. In addition, the program provides contract and relationship management for strategic intergovernmental agreements for the Department of County Assets.

### Program Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Increased percentage of planned work	61.3%	60.0%	65.0%	70.0%
Outcome	Strategic reports are regularly shared with leaders to improve transparency	0	0	2	4

### Performance Measure - Description

✓ **Measure Changed**

**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.

## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,640,316	\$0	\$2,014,398
Contracts	\$0	\$70,000	\$0	\$94,100
Materials & Supplies	\$0	\$34,200	\$0	\$179,419
Internal Services	\$0	\$3,700	\$0	\$250
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$1,748,216</b>	<b>\$0</b>	<b>\$2,288,167</b>
<b>Program Total:</b>	<b>\$1,748,216</b>		<b>\$2,288,167</b>	
Program FTE	0.00	22.00	0.00	11.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,043,130	\$0	\$2,156,421
Other / Miscellaneous	\$0	\$705,086	\$0	\$131,746
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,748,216</b>	<b>\$0</b>	<b>\$2,288,167</b>

## Explanation of Revenues

## Significant Program Changes

**Last year this program was:**

78026 - IT Planning, Projects & Portfolio Management

**Lead Agency:** Department of County

**Program Contact:** Dan Gorton

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### 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 service disruptions 24x7. These teams provide reliable, responsive, and secure systems, ensuring maximum server uptime in support of maximum application availability in an efficient and cost effective manner.

### Program Description

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 service 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 and restoration services, storage management, emergency response and physical data center security. The current data center is located on 47th and East Burnside. It will be replaced by the new data center located in the new East County Courts facility. The new DC is expected to be operational in June of 2012. A secondary data center located in a leased facility in Hillsboro provides the capability for server and storage expansion or reduction, and disaster recovery.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Recovery data available off site and refreshed at least once every 24 hours.	99.0%	99.0%	99.0%	99.0%
Outcome	Production system scheduled availability for hardware and operating systems	99.0%	98.0%	99.0%	99.0%

### Performance Measure - Description

Output measure - ensures that backup data is available on tape or offsite disk in the event of equipment failure or service disruption.

Outcome measure - measures the availability of production systems. The goal is to minimum disruption in business processes and services due to system outages.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,771,855	\$0	\$2,714,988
Contracts	\$0	\$17,500	\$0	\$38,000
Materials & Supplies	\$0	\$1,054,574	\$0	\$1,028,142
Internal Services	\$0	\$17,707	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$3,861,636</b>	<b>\$0</b>	<b>\$3,781,130</b>
Program Total:	<b>\$3,861,636</b>		<b>\$3,781,130</b>	
Program FTE	0.00	20.25	0.00	19.25
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$3,848,094	\$0	\$3,747,304
Other / Miscellaneous	\$0	\$13,542	\$0	\$33,826
Total Revenue:	<b>\$0</b>	<b>\$3,861,636</b>	<b>\$0</b>	<b>\$3,781,130</b>

**Explanation of Revenues****Significant Program Changes**

**Last year this program was:**  
#78027 - IT Data Center.

**Lead Agency:** Department of County

**Program Contact:** Dan Gorton

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Help Desk program offer provides a single point of contact for computer system troubleshooting, information, 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, and resolve problems or escalate them to other IT teams.

### Program Description

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. Services are provided 24x7, 365 days a year to ensure that customer needs are addressed in a timely manner. County employees can 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 Helpdesk averages 3,200 incident tickets per month. Of those incidents, an average of 2,500 (68%) are resolved at the Helpdesk. The other 22%, that are not able to be resolved at the helpdesk, are escalated to Level 3 for resolution.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of customer tickets created	25,927	44,447	37,076	38,000
Outcome	Abandonment rate	5.0%	5.0%	5.0%	5.0%
Outcome	Calls resolved at the Helpdesk	68.0%	69.0%	69.0%	70.0%

### Performance Measure - Description

These measures are industry standards for Help Desk organizations. An analysis is done on data used to track the measures to determine ways to improve service and reduce downtime.

Output Measure - Number of help desk tickets created based on calls from customers.

Outcome Measure - Abandonment rate -An abandoned call is when a customer calls the Helpdesk but then hangs up, typically due to extended hold times while waiting to talk to an agent. Caller abandonment rate will be less than or equal to 5%.

Outcome Measure - Calls Resolved at the Help Desk - 70% or more of the tickets entered by Help Desk staff into the call tracking database will be resolved by a Helpdesk agent without requiring escalation to other IT staff.

## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$955,054	\$0	\$937,625
Contracts	\$0	\$0	\$0	\$90,000
Materials & Supplies	\$0	\$5,714	\$0	\$155,085
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$960,768</b>	<b>\$0</b>	<b>\$1,182,710</b>
<b>Program Total:</b>	<b>\$960,768</b>		<b>\$1,182,710</b>	
Program FTE	0.00	8.90	0.00	7.90
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$960,768	\$0	\$1,182,710
Other / Miscellaneous	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$960,768</b>	<b>\$0</b>	<b>\$1,182,710</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was:

**Lead Agency:** Department of County

**Program Contact:** Gary Wohlers

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### 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. The Telecom group purchases, implements, and manages voice switches, desktop phones, vendor service contracts, customer billing processes, employee moves adds and changes, and equipment for special projects. Telecom also maintains an Intergovernmental Agreement with the City of Portland to provide citizens an Information & Referral service.

### Program Description

The County maintains a large 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 then implement technologies to address them. Key services supported by this program include all the County's 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 selecting a new technology platform funded in program offer 78024. Customer requirements and vendor demonstrations have been completed. The next phases are vendor selection, procurement and implementation.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average time (in hrs) to respond to high priority incidents	1	1	1	1
Outcome	High priority incidents resolved within 12 hours	99.0%	98.0%	98.0%	98.0%

### Performance Measure - Description

Output measure - High priority incidents are problems that cause service disruptions. Problems are reported to the Help Desk or Telecom repair line, at which time they are logged and technicians dispatched.

Outcome measure - measures the amount of time required to resolve high priority incidents. The % was changed for FY 2011 to reflect an improvement in the response goal from 48 to 12 hours. FY 08-09 and FY 09-10 were 48 hours.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$1,000,877	\$0	\$784,015
Contracts	\$0	\$60,000	\$0	\$0
Materials & Supplies	\$0	\$2,437,724	\$0	\$2,022,507
Internal Services	\$0	\$16,580	\$0	\$16,580
Capital Outlay	\$0	\$49,800	\$0	\$0
Total GF/non-GF:	\$0	\$3,564,981	\$0	\$2,823,102
Program Total:	\$3,564,981		\$2,823,102	
Program FTE	0.00	7.50	0.00	5.00
Program Revenues				
Fees, Permits & Charges	\$0	\$3,564,981	\$0	\$2,823,102
Total Revenue:	\$0	\$3,564,981	\$0	\$2,823,102

Explanation of Revenues

Significant Program Changes

Last year this program was:

**Lead Agency:** Department of County

**Program Contact:** Gary Wohlers

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Network Connectivity 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. This facilitates public access to the county by offering Internet access at the libraries, connections to the Internet for the County's website and secure links to partners such as the Oregon Community Health Information Network (OCHIN), the City of Portland and the State of Oregon. The Security Program component of this offer is focused on identification and mitigation of risks to the County's information assets. The Security program develops policy, provides consulting services to departments, delivers Identity and Access Management (IAM) services, endpoint protection, and responds to audit and investigative requests. Identity and access management is the management of individual electronic identities, their authentication, authorizations, roles, privileges and permissions to access information, applications and networks.

### Program Description

WAN Services designs, implements and manages the secure data network infrastructure that connects County buildings and provides access to the Internet. This program implements 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 Information Security Management program uses the ISO 27000 series of standards to provide security program development for the County. The ISO approach of Plan-Do-Check-Act includes (i) understanding the County's information security requirements, establishing security policies and objectives; (ii) implementing and operating controls to manage information security risks; (iii) monitoring and reviewing the performance and effectiveness of the security program; and (iv) continual improvement based on objective measurement. The Identity and Access Management (IAM) portion of the program includes account, group, role and access services to primary enterprise applications like Active Directory, Google Apps and SAP. The endpoint protection includes laptop encryption, antivirus and security incident response activities.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	County WAN sites network availability during business hours 8:00 - 17:00	0.0%	0.0%	99.9%	99.9%
Outcome	County workstations with antivirus agent installed with current virus signatures	0.0%	0.0%	95.0%	95.0%

### Performance Measure - Description

**Outcome** - Network availability to County WAN sites will be equal or greater than 99.9% between the hours of 8:00 - 17:00, Monday thru Friday, excluding County observed holidays. The percent of network availability will be measured by calculating the actual number of available minutes divided by the total possible number of available minutes. County WAN sites connected to the network using DSL and school-based health clinics are not included in the performance measure.

**Output** - Percentage of county workstations with antivirus defense.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$1,177,972	\$0	\$1,731,325
Contracts	\$0	\$70,000	\$0	\$60,000
Materials & Supplies	\$0	\$1,293,897	\$0	\$1,860,411
Internal Services	\$0	\$350	\$0	\$350
Total GF/non-GF:	\$0	\$2,542,219	\$0	\$3,652,086
Program Total:	\$2,542,219		\$3,652,086	
Program FTE	0.00	7.50	0.00	12.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,542,219	\$0	\$3,652,086
Total Revenue:	\$0	\$2,542,219	\$0	\$3,652,086

Explanation of Revenues

Significant Program Changes

Last year this program was:

**Lead Agency:** Department of County

**Program Contact:** Stanley Johnson G.L. III

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### 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 FY2013, this offer will also support the evaluation of new technologies such as centralized fax server(s) and desktop virtualization to drive innovation and reduce on-going operational costs.

### Program Description

Desktop Services manages over 4,500 employee PC's and 6000 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 follows best practices for standardization resulting in faster performance, reliability, better stability and greater security. They also provide helpdesk ticket resolution and on-site support. The Desktop Services team is actively researching tools to provide new options to the County which can save money. Additionally, the team is regularly evaluating new technology to reduce the County's carbon foot print. Support for the County's computer training rooms is also performed by this team.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Hours between incident report and response initiation	0	4	4	4
Outcome	High Priority problem tickets resolved within two days	94.0%	95.0%	95.0%	95.0%

### Performance Measure - Description

Output - This output measure is measured in hours until initial contact is made by a Desktop Services support staff.

Outcome - 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.



## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$3,016,109	\$0	\$2,688,268
Contracts	\$0	\$63,000	\$0	\$68,000
Materials & Supplies	\$0	\$37,491	\$0	\$53,895
Internal Services	\$0	\$15,000	\$0	\$15,000
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$3,131,600</b>	<b>\$0</b>	<b>\$2,825,163</b>
Program Total:	<b>\$3,131,600</b>		<b>\$2,825,163</b>	
Program FTE	0.00	25.00	0.00	23.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$3,131,600	\$0	\$2,825,163
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	<b>\$0</b>	<b>\$3,131,600</b>	<b>\$0</b>	<b>\$2,825,163</b>

## Explanation of Revenues

## Significant Program Changes

**Last year this program was:**  
#78031 - IT Desktop Service.

**Lead Agency:** Department of County

**Program Contact:** Gary Wohlers

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Multnomah County has made a significant financial investment in its technology infrastructure. This program provides for the lifecycle management and replacement of unsupported, broken or damaged Information Technology assets allowing the County to spread the cost of the equipment replacements over multiple years. It will also allow IT to keep pace with rapidly changing technology in the computer industry.

### Program Description

This program supports the IT asset management lifecycle replacements for desktop and laptop computers, 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 responsible manner. Currently, the rollover schedule for laptops is three years and desktops is five years.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of personal computer devices replaced according to published schedule	98.0%	100.0%	100.0%	100.0%
Outcome	Asset database quality: Accuracy and completeness	97.0%	98.0%	98.0%	98.0%

### Performance Measure - Description

✓ **Measure Changed**

Output - This measure tracks how many desktop and laptop devices are replaced according to the published schedule.

Outcome - Measures the effectiveness of the asset database(s) for quality for accuracy and completeness.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$0
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$2,074,531	\$0	\$2,047,329
Internal Services	\$0	\$55,000	\$0	\$0
Capital Outlay	\$0	\$400,000	\$0	\$368,000
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$2,529,531</b>	<b>\$0</b>	<b>\$2,415,329</b>
<b>Program Total:</b>	<b>\$2,529,531</b>		<b>\$2,415,329</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,529,552	\$0	\$2,415,329
Other / Miscellaneous	\$0	\$999,979	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$2,529,531</b>	<b>\$0</b>	<b>\$2,415,329</b>

**Explanation of Revenues****Significant Program Changes****Last year this program was:**

Some of these costs were budgeted in operations in previous years.

**Lead Agency:** Department of County

**Program Contact:** Becca Beck

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

IT Health and Human Services Application Services provides reliable, effective software systems for the Health Department (60 systems) and Department of County Human Services (83 systems). The wide variety of services provided 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 and providing easy access to information.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Employee hours spent on planned work versus unplanned	60.0%	60.0%	60.0%	60.0%
Outcome	Increase in employee hours spent on planned versus unplanned work	10.0%	10.0%	10.0%	5.0%
Quality		0	0	0	0

### Performance Measure - Description

Output Measure - Employee hours spent on planned versus unplanned work: 60% planned/40% unplanned. Initial measurement taken at the end of FY11.

Outcome Measure - Increase in employee hours spent on planned versus unplanned work: 5%. Initial measurement taken at the end of FY11.

## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,457,856	\$0	\$2,540,026
Contracts	\$0	\$76,500	\$0	\$187,000
Materials & Supplies	\$0	\$52,529	\$0	\$70,070
Internal Services	\$0	\$1,660	\$0	\$2,000
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$2,588,545</b>	<b>\$0</b>	<b>\$2,799,096</b>
<b>Program Total:</b>	<b>\$2,588,545</b>		<b>\$2,799,096</b>	
Program FTE	0.00	18.00	0.00	17.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,700,904	\$0	\$2,799,096
Other / Miscellaneous	\$0	\$887,641	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$2,588,545</b>	<b>\$0</b>	<b>\$2,799,096</b>

## Explanation of Revenues

## Significant Program Changes

**Last year this program was:**

78033 - IT Health and Human Services Application Services.

**Lead Agency:** Department of County

**Program Contact:** Elise Nicholson

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### 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. This Program Offer improves the delivery of County services through automating business operations and integrating information between public safety partners.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Employee hours spent on planned versus unplanned work	60.0%	65.0%	70.0%	70.0%
Outcome	Employee hours spent on customer work	70.0%	0.0%	70.0%	70.0%
Quality	Percent of customers satisfied with end product for planned projects	0.0%	80.0%	90.0%	80.0%

### Performance Measure - Description

✓ **Measure Changed**

**Output** - At least 70% of employee work hours are spent on prioritized and scheduled work vs. fixing problems and handling emergency incidents. This is an increase of 5% over the FY12 purchased level.

**Outcome** - At least 70% of the total hours recorded are reported against customer work vs. administrative tasks.

**Quality** - A quality survey will be part of the required closing documents for all large projects. Delivered projects receive an 'average' or above rating for 'meets customer expectations' from at least 80% of customers responding.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,290,621	\$0	\$2,197,177
Contracts	\$0	\$65,000	\$0	\$55,000
Materials & Supplies	\$0	\$35,140	\$0	\$83,925
Internal Services	\$0	\$5,500	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$2,396,261</b>	<b>\$0</b>	<b>\$2,336,102</b>
Program Total:	<b>\$2,396,261</b>		<b>\$2,336,102</b>	
Program FTE	0.00	18.00	0.00	17.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,871,583	\$0	\$2,336,102
Other / Miscellaneous	\$0	\$524,678	\$0	\$0
Total Revenue:	<b>\$0</b>	<b>\$2,396,261</b>	<b>\$0</b>	<b>\$2,336,102</b>

**Explanation of Revenues****Significant Program Changes**

**Last year this program was:**

#78034 - IT Public Safety Application Services.

**Lead Agency:** Department of County

**Program Contact:** Josh Mitchell

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

IT DCS and Internal Systems Application Services provide reliable, effective software systems for the County Assets, County Management, Community Services, Non-departmenatals and related groups. 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.

The Program focuses on increasing delivery of technology that can provide higher business value to departments and constituents, while adequately maintaining and supporting existing systems through improving application life-cycle planning, project governance and prioritization, and resource accountability.

### Program Description

The program includes the follwing 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.

The DCS and Internal Systems Application Services Group supports 20 systems for DCM and DCA and 6 systems for DCS.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Employee hours spent on planned work versus unplanne	60.0%	60.0%	60.0%	60.0%
Outcome	Increase in employee hours spent on planne	2.0%	2.0%	5.0%	6.0%

### Performance Measure - Description

Output Measure-Employee hours spent on planned versus unplanned work: 60% planned/40% unplanned. Initial measurement taken at the end of FY10.

Outcome Measure-Increase in employee hours spent on planned versus unplanned work: 10%. Initial measurement taken at the end of FY10.



## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$730,244	\$0	\$812,679
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$2,593	\$0	\$41,211
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$732,837</b>	<b>\$0</b>	<b>\$853,890</b>
<b>Program Total:</b>	<b>\$732,837</b>		<b>\$853,890</b>	
Program FTE	0.00	3.66	0.00	5.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$515,146	\$0	\$853,890
Other / Miscellaneous	\$0	\$217,691	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$732,837</b>	<b>\$0</b>	<b>\$853,890</b>

## Explanation of Revenues

## Significant Program Changes

✓ Significantly Changed

### Last year this program was:

#78035 - IT General Government Application Services

While the goals of the work group remain similar, the General Government Application Services team will be split into two groups for FY13. The group described in this program offer will remain focused primarily on three departmental customers (DCA, DCM, DCS). The remaining members of this applications group will be included in the program offer for IT General Government and Enterprise Web Services.

**Lead Agency:** Department of County

**Program Contact:** Chris Clancy

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### 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, platforms support for databases, web servers 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 Description

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. Creation of an Enterprise GIS environment is underway to allow departments to share data, and to provide tools to the departments which will allow them 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. Currently converting to Microsoft Reporting Services to reduce the licensing costs of Crystal Reports and to allow more flexibility and integration to Microsoft SQL Database.

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 planned work vs support activity. Planned or project work is preferable because it is associated with creating new customer capabilities.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Employee hours spent on project requests vs other support work	17.0%	20.0%	20.0%	22.0%
Outcome	Increase in employee hours spent on new project requests vs maintenance requests	0.0%	8.0%	8.0%	5.0%

### Performance Measure - Description

Output-Employee hours spent on planned versus unplanned work. Initial measurement taken at the end of FY11.

Outcome-Increase in employee hours spent on planned versus unplanned work: 8%. Initial measurement taken at the end of FY11.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,258,472	\$0	\$2,053,680
Contracts	\$0	\$324,000	\$0	\$20,000
Materials & Supplies	\$0	\$486,050	\$0	\$807,599
Internal Services	\$0	\$1,864,048	\$0	\$4,110,123
Total GF/non-GF:	<b>\$0</b>	<b>\$4,932,570</b>	<b>\$0</b>	<b>\$6,991,402</b>
Program Total:	<b>\$4,932,570</b>		<b>\$6,991,402</b>	
Program FTE	0.00	15.00	0.00	14.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$5,082,543	\$0	\$6,012,024
Other / Miscellaneous	\$0	\$252,790	\$0	\$979,378
Total Revenue:	<b>\$0</b>	<b>\$5,335,333</b>	<b>\$0</b>	<b>\$6,991,402</b>

**Explanation of Revenues****Significant Program Changes****Last year this program was:**

#78036 - IT Enterprise Application Services. One FTE moved to offer 78037. Also includes IT internal service fees.

**Lead Agency:** Department of County

**Program Contact:** Michelle Smith

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

SAP is a county-wide (enterprise) system for managing people, money, materials, services and buildings and maintenance. In short, it is used to manage the business operations of the County. SAP enables efficient business processes and transactions, and integrates with other applications to become the primary system of record whenever possible. SAP provides timely, relevant and accurate information to improve data-driven decision making. SAP resources are allocated to maintain core business functions and investments; and are balanced with enterprise wide strategies and goals. Using SAP enables the County to retire other systems and reduce related costs. SAP provides real-time operational data to employees, business partners and citizens.

### Program Description

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 training, education and technical assistance to County SAP users.

Major initiatives to be worked on for SAP over the next fiscal year are:

- New Budgeting system that is integrated with SAP
- Phase II Procurement for Public Sector contracting changes(SRM PPS)
- SAP Enhancement Pack 5 to enable HR Employee Self Service and Manager Self Service projects
- Employee Self Service for Electronic Timesheets Phase I
- Public Sector Collections and Disbursements for the Health Department and the Library
- Employee Self-Service Benefits

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Employee hours spent on project requests vs unplanned and standard work	28.0%	50.0%	50.0%	55.0%
Outcome	Increase in employee hours spent on new project requests vs maintenance requests	0.0%	22.0%	22.0%	5.0%

### Performance Measure - Description

Output Measure - Employee hours spent on planned versus unplanned work and standard activity work: 28% is the initial measurement taken at the end of FY11.

Outcome-Increase in employee hours spent on planned versus unplanned and standard activity work: Current Year increase is 22%. Next year increase is 5%. Total 27% increase from initial measurement taken at the end of FY11.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$1,224,064	\$0	\$1,686,396
Contracts	\$0	\$165,000	\$0	\$1,300
Materials & Supplies	\$0	\$594,385	\$0	\$617,360
Total GF/non-GF:	\$0	\$1,983,449	\$0	\$2,305,056
Program Total:	\$1,983,449		\$2,305,056	
Program FTE	0.00	9.00	0.00	11.00
Program Revenues				
Fees, Permits & Charges	\$0	\$1,983,449	\$0	\$2,305,056
Total Revenue:	\$0	\$1,983,449	\$0	\$2,305,056

Explanation of Revenues

Significant Program Changes

Last year this program was:  
#78037 - IT SAP Support Team.

**Lead Agency:** Department of County

**Program Contact:** Josh Mitchell

**Program Offer Type:** Internal Service

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The IT General Government and Enterprise Web Services program offer combines two services:

- General Government Application Services which is responsible for managing systems for the Chair, Commissioners, Library, and non-departmental customers.

- Enterprise Web Services which provides reliable services used across departmental boundaries--serving more than one or all County lines of business.

### Program Description

General Government 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).

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Employee hours spent on new project requests vs maintenance requests	30.0%	30.0%	40.0%	40.0%
Outcome	Increase in employee hours spent on new project requests vs maintenance request	10.0%	10.0%	5.0%	5.0%

### Performance Measure - Description

Output-Employee hours spent on planned versus unplanned work: 60% planned/40% unplanned. Initial measurement taken at the end of FY11.

Outcome-Increase in employee hours spent on planned versus unplanned work: 10%. Initial measurement taken at the end of FY11.

## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,089,537	\$0	\$1,474,246
Contracts	\$0	\$25,000	\$0	\$0
Materials & Supplies	\$0	\$191,951	\$0	\$580,700
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$1,306,488</b>	<b>\$0</b>	<b>\$2,054,946</b>
<b>Program Total:</b>	<b>\$1,306,488</b>		<b>\$2,054,946</b>	
<b>Program FTE</b>	0.00	8.33	0.00	9.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,064,240	\$0	\$2,054,946
Other / Miscellaneous	\$0	\$242,248	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,306,488</b>	<b>\$0</b>	<b>\$2,054,946</b>

## Explanation of Revenues

## Significant Program Changes

✓ Significantly Changed

### Last year this program was:

Last year parts of this program were covered under program #78036 - IT Enterprise Application Services and program #78035 - IT General Government Application Services.

Additionally, this represents the second full year in which Google Apps for Government is included within the responsibilities of the Enterprise Web Services group.

**Lead Agency:** Department of County

**Program Contact:** Julie Neburka

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Budget, Rate-Setting, and Capital Planning team is one of the four service teams in the County's first inter-departmental Administrative Hub. The team provides financial planning, forecasting, and reporting services to the departments of County Management and County Assets, and to nondepartmental County agencies and offices, a combined portfolio of \$371 million. The 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 capital repair and maintenance program.

### Program Description

This program focuses on several primary functions:

- 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Track staff time spent on customer activities.	0.0%	0.0%	0.0%	100.0%
Outcome	Allocate Hub resources fairly among users.	0.0%	0.0%	0.0%	100.0%

### Performance Measure - Description

✓ **Measure Changed**

The Administrative Hub is a new, interdepartmental County organization, intended to streamline the provision of various administrative services and allocate resources appropriately to service recipients in DCA, DCM, and Nondepartmental agencies.

An important activity for FY 2013 will be to track staff time spent on activities for each department and agency, in order to both gauge and manage demand, and to set appropriate cost drivers for FY 2014 cost allocations.

Tracking tools are currently available both in SAP and in other software tools currently owned by the County. Prior to July 1st, we will select and implement a tracking tool, train staff on its use, and begin gathering data.



**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**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$107,835	\$410,139	\$742,543	\$0
Contracts	\$0	\$60	\$0	\$0
Materials & Supplies	\$2,370	\$4,659	\$9,615	\$0
Internal Services	\$8,967	\$3,886	\$66,205	\$0
Total GF/non-GF:	<b>\$119,172</b>	<b>\$418,744</b>	<b>\$818,363</b>	<b>\$0</b>
Program Total:	<b>\$537,916</b>		<b>\$818,363</b>	
Program FTE	0.00	0.00	7.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$418,744	\$628,175	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$418,744</b>	<b>\$628,175</b>	<b>\$0</b>

**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**

✔ **Significantly Changed**

**Last year this program was:**

The Administrative Hub was created in the FY 2012 budget per the Multnomah Evolves initiative.

**Lead Agency:** Department of County

**Program Contact:** Tony Dornbusch

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer represents Strategic Sourcing, Procurement and Contract Administration, which is part of the Department of County Assets' (DCA) Administrative Services Hub. This unit works collectively with the other DCA Administrative Service Hub units to deliver services. The Hub was established to create greater efficiencies 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 offer focuses on the 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, across all areas of DCA, DCM and Non-Departmental units. The Strategic Sourcing component of the area is addressed under program offer 78046.

### Program Description

This organization reports to the Manager of Strategic Sourcing, Procurement and Contract Administration, who reports to the Director of DCA. The program includes the administrative group responsible for formal, informal and cooperative procurements. The program also includes commercial, personal services, construction, lease, software, maintenance and repair, and architectural contract development, negotiation, risk assessment/management, supplier/vendor management and ongoing contract administration. This group includes a Finance Manager to provide contract negotiation and process development as well as oversight and specialized expertise in the development and monitoring of large construction, facilities, software and hardware contracts. Support also includes collaboration with departmental partners in the review of Administrative Procedures, policies and the implementation of best practices.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of procurements and contracts processed	0	0	0	500
Outcome	Percentage of Contracts processed following established processes	0.0%	0.0%	0.0%	95.0%

### Performance Measure - Description

Number of Procurements and contracts processed output measures the total volume of procurements, contracts, amendments and renewals processed by the SSPCA staff. These procurements and contracts span facilities, construction, leases, building equipment, IT equipment, software, administrative goods, fleet, and various professional services. This measure will provide valuable tracking/identification of each procurement/contracting activity, establishing the beginnings of a baseline for the total contracts under management in SSPCA.

% of Contracts processed following established processes is the percentage of procurements that are solicited or contracts that are developed and executed following the County and DCA policies, procedures and processes. This measure provides valuable process improvement feedback and effectively demonstrates reduced or mitigated risk relating to damages, liability, infringement, warranty, etc. This is a new measure & very aggressive.

## Legal/Contractual Obligation

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. DCA Contracts must adhere to Commercial Contract laws, Bureau of Labor and Industry laws, Construction 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$98,694	\$1,087,383	\$1,477,006	\$0
Contracts	\$0	\$27,500	\$0	\$0
Materials & Supplies	\$2,169	\$54,589	\$60,215	\$0
Internal Services	\$8,208	\$3,239	\$138,068	\$0
Total GF/non-GF:	<b>\$109,071</b>	<b>\$1,172,711</b>	<b>\$1,675,289</b>	<b>\$0</b>
Program Total:	<b>\$1,281,782</b>		<b>\$1,675,289</b>	
Program FTE	0.00	0.00	13.50	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,172,710	\$1,364,097	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	<b>\$0</b>	<b>\$1,172,710</b>	<b>\$1,364,097</b>	<b>\$0</b>

## 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:

Last year this program was contained in #79002, IT Planning, Projects & Portfolio Management. The former IT Planning, Projects & Portfolio Management program offer supported the IT department. This area provided the functions of Project and Portfolio Management, Human Resources, Budget, Rate Setting, Finance (AP, AR, GL) , Procurement, Purchasing, Contract development and Contract administration. With the formation of the Department of County Assets, the area was combined with other areas that previously provided similar support for DCM, Non-Departmental units, FREDS, and FPM. The area evolved from a single unit to four areas of expertise (Human Resources, Budget, Rate Setting & Capital Planning, Finance & Administration and Strategic Sourcing, Procurement and Contract Administration) providing specialized support across the Department of County Assets, the Department of County Management, and Non-Departmental offices.

**Lead Agency:** Department of County

**Program Contact:** Tony Dornbusch

**Program Offer Type:** Program Alternative /

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### Executive Summary

This one-time program for FY 2013 completes the transition from the County's Central Stores operation to its Strategic Sourcing model by providing a limited-duration position to complete the transition of purchasing operations from Central Stores to the new Multco Marketplace. Funding is provided by ending fund balance remaining from the Central Stores operation.

### Program Description

This program will support the administrative group responsible for formal, informal and cooperative procurements. The limited-duration position may work on commercial, personal services, construction, lease, software, maintenance and repair, and architectural contract development, negotiation, risk assessment/management, supplier/vendor management and ongoing contract administration. Support also includes collaboration with departmental partners in the review of Administrative Procedures, policies and the implementation of best practices.

The Department of County Assets supports groups that are the largest purchasers of goods in the County. The new contracts management module of SAP will require a great volume of contract data to be entered, updated, and verified in FY 2013. This program will ensure that contract data is entered into the new system in a timely way.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$103,442	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$103,442</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$103,442</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$0	\$103,442	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,442</b>	<b>\$0</b>

**Explanation of Revenues**

Funding for this program is Beginning Working Capital from the Central Stores operation in the Distribution Fund.

**Significant Program Changes****Last year this program was:**

This is a new, one-time program for FY 2013.

**Lead Agency:** Department of County

**Program Contact:** Julie Neburka

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Department of County Assets (DCA) Administrative Service Hub includes the Finance & Administration unit which works collectively with the other Administrative Service Hub units to deliver services. The Hub was established to create greater efficiencies through the consolidation of duplicate financial and administrative support functions that formerly existed separately in the Departments of County Assets and County Management. This unit provides a variety of business services functions to DCA and DCM. Support is also provided to the Board of County Commissioners and several Nondepartmental Offices allowing departmental leadership and elected officials to focus their efforts on delivering vital program services.

### Program Description

This program aligns with business services functions in other departments allowing programs and elected officials to leverage administrative resources. The Finance and Administration unit reports to the DCA Director and supports the operational activities of this department 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 planning, 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 and the implementation of best practices.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome	Percent of AP invoices paid on time	83.0%	95.0%	90.0%	90.0%
Outcome	Percent of AR receipts posted in correct accounting period	100.0%	100.0%	100.0%	100.0%
Efficiency	Percent of grant reports submitted on time	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

Invoices Paid on Time is the percentage of invoices paid within 30 days of the invoice date and measures the timelines of the accounts payable process. The county-wide performance of this measure has historically been about 85%. This should be achievable once all DCA, DCM and NonDepartmental customers become acclimated to the new Administrative Hub payment process.

Accounts Receivable performance measures the percentage of receipts posted in the correct accounting cycle in compliance with Financial Procedure FIN-19.

Grant reporting support to DCM and NonDepartmental is a relatively new function in FY11; percent of grant report submitted on time is a new measure reflecting performance quality and grant compliance.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$403,882	\$640,870	\$790,685	\$0
Contracts	\$350,000	\$33,248	\$0	\$0
Materials & Supplies	\$13,344	\$22,973	\$16,050	\$0
Internal Services	\$39,802	\$47,945	\$96,050	\$0
Unappropriated & Contingency	\$0	\$206,877	\$0	\$0
Total GF/non-GF:	<b>\$807,028</b>	<b>\$951,913</b>	<b>\$902,785</b>	<b>\$0</b>
Program Total:	<b>\$1,758,941</b>		<b>\$902,785</b>	
Program FTE	0.00	0.00	9.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$548,376	\$617,796	\$0
Total Revenue:	<b>\$0</b>	<b>\$548,376</b>	<b>\$617,796</b>	<b>\$0</b>

**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:** #78001, Business Services

The former Business Services program offer primarily supported DCM. After it was combined with similar support functions in DCA (including Information Technology) and NonDepartmental, it evolved from a single unit to four areas of expertise (Human Resources, Budget, Rate Setting & Capital Planning, Finance & Administration and Contracts, Procurement, Contracts & Strategic Sourcing) providing specialized support to DCA, DCM and NonDepartmental.

**Lead Agency:** Department of County

**Program Contact:** Pam Hodge

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The DCA Administrative Hub: Human Resources provides HR management consultation and direct HR services and support to department directors, division managers, supervisors and employees, including strategic planning, organizational and job design, recruitment and selection, performance management, pay and benefit administration, employee and labor relations, training and development, and records management.

### Program Description

This program provides a full range of departmental HR services to over 600 permanent and temporary/on-call employees. Represented employees are covered by 3 labor contracts. Customer groups include DCA, DCM, and Non-Departmental Offices.

Key responsibilities include:

- Consult with department directors and division managers to develop and implement HR plans that support organizational goals and objectives;
- Assist department directors and division managers organize work activities through the development of position descriptions and reporting structures;
- Conduct outreach recruiting to fill position vacancies in accordance with organizational needs and County policies;
- Develop and administer selection processes e.g., online applications, interviews, and performance exams;
- Assist supervisors manage employee performance through annual performance planning and appraisals, employee coaching, and the administration of progressive discipline;
- Counsel employees with respect to career development, compliance with County policies, conflict management, and other employee concerns;
- In conjunction with the DCM Central Human Resources and Finance and Risk Management Divisions, administer the County's pay and benefit programs, classification plan, personnel rules, labor contracts, and training and development, workers' compensation, and safety programs.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of all recruitments	81	80	80	80
Outcome	% of employees who successfully completed probation, except for layoff-bumping	99.0%	99.0%	99.0%	99.0%
Output	Number of personnel transactions in SAP	1,856	1,200	1,800	1,800

### Performance Measure - Description

Number of all recruitments reflects the total for all departments and offices served by the DCA HR Administrative Hub. Personnel transactions in SAP are essential to maintain the formal electronic personnel record of each employee, and include data pertinent to new hires, terminations, promotions, pay status, seniority and other employment actions and employee information.



### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$451,894	\$395,658	\$1,000,319	\$0
Contracts	\$5,000	\$31,000	\$0	\$0
Materials & Supplies	\$18,692	\$4,991	\$12,100	\$0
Internal Services	\$75,887	\$0	\$63,681	\$0
Total GF/non-GF:	<b>\$551,473</b>	<b>\$431,649</b>	<b>\$1,076,100</b>	<b>\$0</b>
Program Total:	<b>\$983,122</b>		<b>\$1,076,100</b>	
Program FTE	0.00	0.00	7.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$328,940	\$612,778	\$0
Other / Miscellaneous	\$0	\$102,709	\$0	\$0
Total Revenue:	<b>\$0</b>	<b>\$431,649</b>	<b>\$612,778</b>	<b>\$0</b>

### 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: #78002, Department Human Resources

**Lead Agency:** Department of County

**Program Contact:** Tony Dornbusch

**Program Offer Type:** Innovative/New Program

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### Executive Summary

This program offer represents the Strategic Sourcing component of the Strategic Sourcing, Procurement and Contract Administration unit, which is part of the Department of County Assets' (DCA) Administrative Services Hub. This unit works collectively with the other DCA Administrative Service Hub units to deliver services to both departments and divisions supported by DCA as well as the entire County.

This offer focuses on the development, implementation, oversight and direct delivery of the strategic sourcing practices across the County. This unit provides strategy, leadership, expertise, and analytical information to the County and it's Departments relative these strategic sourcing practices.

### Program Description

This organization 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 for the County and provides 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. The program will be 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. Strategic Sourcing 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Commodity Sourcing Plans developed	0	0	0	10
Outcome	% of annual goods purchased via marketplace	0.0%	0.0%	0.0%	40.0%
Outcome		0	0	0	0
Output		0	0	0	0

### Performance Measure - Description

✓ **Measure Changed**

Output-Number of plans developed improving strategic purchases.

Outcome-% of annual goods purchased will drive volume to marketplace resulting in lower pricing.% will increase over time.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$470,751	\$0
Materials & Supplies	\$0	\$0	\$21,700	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$492,451</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$492,451</b>	
Program FTE	0.00	0.00	3.50	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

This program is funded with one-time-only General Fund for FY 2013. It is anticipated that this program may be included in the County's indirect cost allocation plan in FY 2014 and beyond.

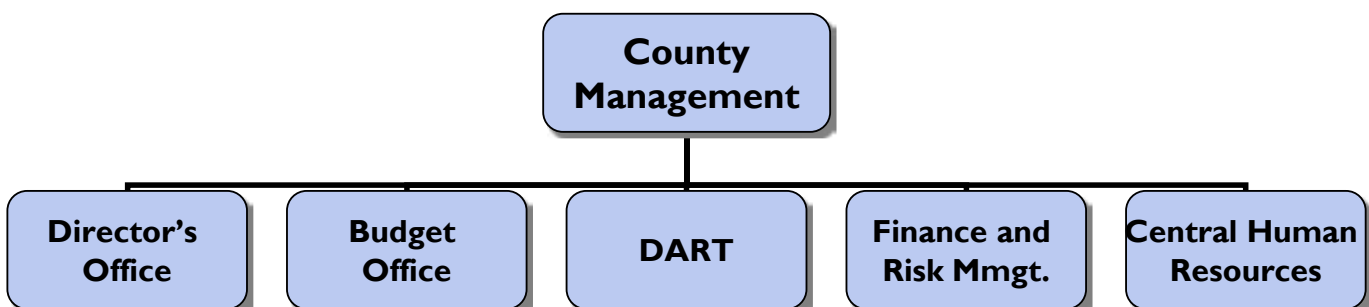
**Significant Program Changes** **Significantly Changed****Last year this program was:**

This is a new program as a result of the Multnomah Evolves activities related to Central Stores (see above).

## Department Overview

The Department of County Management (DCM) provides corporate level management of the County's administrative infrastructure. DCM collects property and business income taxes, the two primary sources of General Fund revenue; pays the County's bills; and 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 oversees financial activities and human resources, and manages risk countywide. The FY 2013 department budget is \$127.7 million and 229.80 FTE in all funds, an increase of \$4.7 million or 3.8% over the FY 2012 adopted budget and an increase of 2.56 FTE. Department of County Management County General Fund increased by \$634,000 or 2.2% and all other funds increased \$4 million or 4.3%.

Significant expenditure changes include:

- 72001B - DCM Data Analyst is a new program for FY 2013 in the Budget Office. This program will fund 1.00 Data Analyst at \$124,925 and provide research and evaluation capacity to the department.
- 72022 – Central HR Privacy Officer is a new program for FY 2013 in Central Human Resources. This program will fund 1.00 Privacy Officer at \$198,073 to provide countywide HIPAA and privacy rule compliance.

<b>Budget Trends*</b>		<b>FY 2012</b>	<b>FY 2012</b>	<b>FY 2013</b>	
	<b>FY 2011</b>	<b>Current</b>	<b>Adopted</b>	<b>Adopted</b>	
	<b><u>Actual</u></b>	<b><u>Estimate</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Difference</u></b>
Staffing FTE	235.30	227.24	227.24	229.80	2.56
Personnel Services	\$22,504,024	\$22,034,034	\$22,646,100	\$23,764,376	\$1,118,276
Contractual Services	4,650,430	4,286,536	6,274,876	6,439,750	164,874
Materials & Supplies	78,007,360	79,592,634	94,129,281	97,523,433	3,394,152
Capital Outlay	13,445	14,018	8,000	8,000	0
<b>Total Costs</b>	<b>\$105,175,259</b>	<b>\$105,927,223</b>	<b>\$123,058,257</b>	<b>\$127,735,559</b>	<b>\$4,677,302</b>

\*Does not include cash transfers, contingencies or unappropriated balances.

## Successes and Challenges

Budget reductions taken in FY 2012 presented numerous 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:

- Budget – process, tools and timeline redesigned to provide departments more time to address Chair and Board requests;
- Finance - Community Banking Policy approved; improvements in investment strategy; further growth of paperless payment processing; MWESB outreach efforts show positive results (ECC 31% of total project compared to 20% goal)
- Human Resources - Leadership Academy; Talent Development in greater demand; implementation of paperless employee application process.

The Department faces a number of opportunities and challenges in the coming years:

- The Multnomah Evolves project and the proposed reductions in administration.
- TARP (Troubled Asset Relief Program) resulted in increased banking fees related to FDIC insurance.
- Implementation of the new Property Tax and Assessment system.
- Contracts System Redesign project, to improve the County's ability to effectively manage professional services contracts.
- Partnering with IT to develop options for a new Budget System to replace the existing antiquated system.
- Human Resources - FY 2011 and 2012 contract negotiations with labor unions.
- Revenue/Debt Management - DCM provides financial management or oversight of a variety of County projects when other agencies are involved or when external borrowing is required (i.e. Sellwood Bridge financing).

### 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.
- Development of the Sustainable Purchasing and Social Equity Policy (PUR-8).

The County, along with other Oregon counties, drafted legislation to create financial equality for citizens living below the poverty line and collaborates with non-profits to donate tax-foreclosed property to support and house people with disabilities.

### Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
DCM Director's Office	\$450,490	\$0	\$450,490	2.00
Budget Office	1,434,958	0	1,434,958	10.00
Finance and Risk Management	6,976,455	10,288,769	17,265,224	55.80
Central Human Resources	3,387,155	84,446,066	87,833,221	31.50
Division of Assessment, Recording and Taxation (DART)	<u>17,220,383</u>	<u>3,531,283</u>	<u>20,751,666</u>	<u>130.50</u>
<b>Total County Management</b>	<b>\$29,469,441</b>	<b>\$98,266,118</b>	<b>\$127,735,559</b>	<b>229.80</b>

### Director's Office

The Director's Office for the Department of County Management 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 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 countywide 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

The \$50,000 General Fund reduction is due to lower personnel and reallocated internal service costs in this division.



### 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 Board 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 county-wide 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 the Chair's Office and elected officials; and
- Monthly expenditure and revenue monitoring.

Staff also assist departments by providing information and training on financial management, planning, budgets, and expenditure and revenue forecasting.

Budget staff serve on county-wide task forces related to budget, finance and other fiscal matters; identify and resolve financial problems; and support County Labor Relations in collective bargaining research and analysis.

### Significant Changes

1.00 Data Analyst position (program 72001B) has been added that would serve as a shared, central resource for the Department of County Management. This position will provide consistent research and evaluation for and on behalf of the department.

The office has completed the selection of a vendor and is moving forward with the implementation of a new budget software system. We anticipate that the new system will be ready for the FY 2014 budget process.

### Central Human Resources

The Central Human Resources Division is driven by the countywide Human Resources Strategic Plan Mission, "We foster organizational excellence by providing strategic and comprehensive human resource services to attract, develop, and sustain a diverse and talented workforce."

The Central Human Resources Division provides strategic leadership, recommends policy, develops human resource systems, 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 is the primary liaison to senior leaders to ensure HR processes are aligned with county-wide business goals and oversees evaluation of HR contributions to organizational effectiveness.

Central Human Resources manages the following services and systems to support employees, managers and the business needs of the County.

- Collective bargaining and labor contract interpretation
- Personnel rules and County HR policy development and interpretation
- Job classification & compensation plans
- County-wide training and organizational development
- HR process monitoring and evaluation
- Recruitment and retention systems and processes
- Employee Benefits and Wellness programs
- Privacy Officer program for countywide HIPAA and Privacy Rule compliance.

### Significant Changes

Effective December 2011, the Administrative oversight of the Employee Benefits and Wellness Program transferred to Central HR Division from the Finance and Risk Management Division.

A new Privacy Officer Program is established to formalize authority and accountability for countywide HIPAA and Privacy Rule compliance, as well as other related State and Federal privacy rules and regulations. The program is funded by the Risk Fund.

To address span of control issues, one management position was downgraded to a lower classification in FY 2012.

Addition of 0.50 FTE HR Analyst Sr. within department General Fund constraint to provide Outplacement Services to employees impacted by layoff to enhance access, increase resources and better manage costs.

### 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 for the County. 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 26 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 in which 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

Chief Financial Officer (72004) - all internal services for the division are budgeted in this program offer. In prior years the internal service charges were allocated to individual programs.

Purchasing (72006) - A 0.50 FTE Project Manager position has been eliminated due to completion of the Contract System Redesign (CSR) project.

### Division of Assessment, Recording and Taxation (DART)

The Division of Assessment, Recording and Taxation (DART) collects and distributes over \$1.2 billion in annual property taxes while ensuring that all property is valued and taxed fairly and accurately. Over 25% of all dollars collected go into Multnomah County's General Fund. DART performs the statutorily required functions of Tax Assessor, Tax Collector and certain County Clerk functions including Recording, Marriage Licenses, Domestic Partnership Registrations, Passports, Tax Title, 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 over 340,000 property tax accounts, calculates tax levies, certifies the tax roll for collection, and distributes property taxes to over 60 taxing districts. The Division provides responsive customer service as we record over 160,000 documents annually, maintain ownership records and property descriptions, issue over 6,500 marriage licenses and domestic partnership registrations, respond to 90,000 phone calls and serve 30,000 walk-in customers.

### Significant Changes

In FY 2012 DART moved to combine direct service functions into one consolidated and comprehensive customer service area, allowing the division to leverage resources, achieve operational efficiencies, reduce the cost of targeted operations, and promote improvements in DART's customer service model. The consolidation has reduced overall office space requirements for DART moving forward into FY 2013, allowing the county to utilize the surplus space for other operational needs.

In FY 2013 DART will be making additional changes in alignment with the Multnomah Evolves Initiative and Span of Control. DART is reclassifying two (2) management positions to represented classifications, and aligning program staff to achieve greater operational efficiencies. Organizational changes reflected in FY 2013 program offers include elimination of the Data Operations program, enfolding affected staff positions into appraisal programs. Along with other staffing transfers between DART programs, these changes prepare DART staff to be best aligned to integrate the new Assessment and Taxation system upgrade successfully, and fully implement changes in direct customer service delivery.

As we move into FY 2013, DART continues to evolve and embrace operational efficiencies realized from consolidation of direct services and full implementation of process changes resulting from the Assessment and Taxation system upgrade.

### Department of County Management

The following table shows the programs that make up the departments total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>DCM Director's Office</b>					
72000	DCM Director's Office	\$450,490	\$0	\$450,490	2.00
<b>Budget Office</b>					
72001A	Budget Office	1,310,033	0	1,310,033	9.00
72001B	DCM Data Analyst	124,925	0	124,925	1.00
<b>Finance and Risk Management</b>					
72002	FRM Accounts Payable	633,451	0	633,451	6.60
72004	FRM Chief Financial Officer	1,247,422	141,996	1,389,418	2.90
72005	FRM General Ledger	975,347	0	975,347	9.80
72006	FRM Purchasing	1,901,379	0	1,901,379	18.00
72009	FRM Property & Liability Risk Mgmt	0	5,683,133	5,683,133	1.00
72010	FRM Payroll/Retirement Svcs	777,000	0	777,000	7.50
72013A	FRM Treasury and Tax Administration	1,441,856	0	1,441,856	4.00
72014	FRM Worker's Compensation/Safety & Health	0	4,361,560	4,361,560	6.00
72015	FRM Recreation Fund Payment to Metro	0	102,080	102,080	
<b>Central Human Resources</b>					
72016	Central HR Administration	625,030	0	625,030	2.83
72017	Central HR Services	1,669,721	0	1,669,721	9.50
72018	Central HR Labor Relations	1,092,404	40,868	1,133,272	6.85
72019	Central HR Unemployment	0	1,856,322	1,856,322	0.15
72020	Central HR Employee Benefits	0	82,350,803	82,350,803	11.17
72022	Central HR Privacy Officer	0	198,073	198,073	1.00

# County Management

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Division of Taxes, Recording and Assessment</b>					
72023	Div of Assessment, Recording & Taxation Administration	935,317	0	935,317	6.00
72024	DART Customer Service	995,750	0	995,750	9.30
72025A	DART County Clerk Functions	1,418,162	0	1,418,162	12.00
72025B	DCM DART County Clerk	456,636	0	456,636	0.00
72026	DART Ownership	399,879	0	399,879	4.20
72027	DART Tax Revenue Management	1,737,617	0	1,737,617	11.50
72028	DART GIS & Parcel Management	654,220	0	654,220	5.20
72029	DART Assessment Performance Analysis	403,033	0	403,033	3.20
72030	DART Property Assessment Special Programs	1,202,065	0	1,202,065	11.30
72031	DART Personal Property Assessment	1,283,843	0	1,283,843	10.70
72032	DART Property Assessment Industrial	638,051	0	638,051	5.55
72033	DART Commercial Property Appraisal	1,822,611	0	1,822,611	15.30
72034	DART Residential Property Appraisal	3,467,528	0	3,467,528	29.25
72035	DART Assessment & Taxation System Upgrade	0	3,531,283	3,531,283	0.00
72037	DART Applications Support	1,192,371	0	1,192,371	5.80
72038	DART Tax Title	613,300	0	613,300	1.20
	<b>Total County Management</b>	<b>\$29,469,441</b>	<b>\$98,266,118</b>	<b>\$127,735,559</b>	<b>229.80</b>

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**Lead Agency:** County Management

**Program Contact:** Joanne Fuller

**Program Offer Type:** Administration

**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 Description

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 (BCC). 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 project 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 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Performance reviews for all DCM employees	100	100	100	100
Outcome	Number of Divisions that achieved the majority of their performance measures	0	0	0	5
Output	Probationary reviews completed	100	100	100	100

### Performance Measure - Description

✓ **Measure Changed**

The performance review measure aligns with the goals in the Administrative Review report. Providing employees with regular feedback allows them to enhance their demonstrated skills and improve in areas where needed. It also increases productivity. The maximization of employee performance is a principal contributor to organizational success.

The probationary review measure is aligned with the Administrative Review goals. The Probationary Review (PR) is the final stage of the recruitment and selection process. The PR is a critical opportunity for the department to evaluate the performance, skills, and compatibility between the new employee and the department business needs, and more importantly, to ensure two-way communication between the supervisor and employee.

DCM has five divisions: Director, Budget, DART, Central Human Resources and Finance and Risk Management



### Legal/Contractual Obligation

ORS 208, 238, 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$394,167	\$0	\$366,677	\$0
Contracts	\$50,000	\$0	\$50,480	\$0
Materials & Supplies	\$7,523	\$0	\$8,163	\$0
Internal Services	\$50,386	\$0	\$25,170	\$0
Total GF/non-GF:	<b>\$502,076</b>	<b>\$0</b>	<b>\$450,490</b>	<b>\$0</b>
Program Total:	<b>\$502,076</b>		<b>\$450,490</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

This program is supported exclusively by General Fund revenues.

### Significant Program Changes

**Last year this program was:** #72000, DCM Director's Office  
There are no significant changes.

**Lead Agency:** County Management

**Program Contact:** Karyne Kieta

**Program Offer Type:** Existing Operating

**Related Programs:** 78023

**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 Description**

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
- 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.

The Budget Office is working with the Chief Financial Office, Chief Operating Officer and the Board of County Commissioners to revise and update our Financial Policies to ensure they are aligned with the Board's priorities and they meet industry best practices.

Budget staff serve on countywide task forces related to budget, finance and other fiscal matters; identify and resolve financial problems; and support County Labor Relations in collective bargaining research and detailed cost analysis.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of budget modifications processed (includes internal)	165	200	160	160
Outcome	% of budget modifications entered into SAP within 4 weeks of Board approval	85.0%	85.0%	88.0%	85.0%
Quality	Percent error in the Budget Revenue Forecast	2.0%	2.0%	0.3%	2.0%
Quality	% of customers satisfied with the Budget Office staff performance*	94.7%	95.0%	93.8%	90.0%

**Performance Measure - Description**

\*Because the budget process ends prior to the beginning of the fiscal year the FY 2012 estimate is the "actual" customer satisfaction rating.

In FY 2013, we anticipate that customer satisfaction will decline due to the late release of the Internal Service Rates due to a change in the IT rate drivers which in turn affected the timely release of the General Fund constraints.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,058,160	\$0	\$1,125,733	\$0
Contracts	\$19,330	\$0	\$2,291	\$0
Materials & Supplies	\$41,200	\$0	\$41,775	\$0
Internal Services	\$166,261	\$0	\$140,234	\$0
Total GF/non-GF:	<b>\$1,284,951</b>	<b>\$0</b>	<b>\$1,310,033</b>	<b>\$0</b>
Program Total:	<b>\$1,284,951</b>		<b>\$1,310,033</b>	
Program FTE	8.94	0.00	9.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

This program is supported exclusively by General Fund revenues.

### Significant Program Changes

**Last year this program was:** #72029, Budget Office

We anticipate purchasing and implementing a new Budget Software System in FY 2013 that will become operational in FY 2014. The budget for the new system can be found in the IT program offer 78023.

**Lead Agency:** County Management  
**Program Offer Type:** Innovative/New Program  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Karyne Kieta

### Executive Summary

Currently, the Department of County Management does not have capacity to provide consistent research and evaluation for and on behalf of the department. This offer would fund a 1.00 Data Analyst position that would serve as a shared Department of County Management resource for the Director's Office, Budget Office, Central Human Resources and the Finance and Risk Management Divisions.

Analytical capacity leads to increased data-based decision making, improves identification and analysis of emerging issues, increases research and reporting capabilities and supports performance review of the County's administrative infrastructure.

### Program Description

Budget reductions over several years eliminated 3.00 FTE in the Budget Office Evaluation Unit and 3.00 FTE in the Central HR Quality and Analytics Unit until both of these units ceased to exist with the close of FY 2009. This offer allows the department to regain 1.00 FTE in FY 2013 for data analysis, research and evaluation.

This capacity will:

- Encourage a culture of transparent and timely data-driven decision making with a focus on immediate and long-term results
- Identify cross-divisional system gaps and overlaps for efficient and collaborative resource management.
- Strengthen capacity for objective policy and management analysis for a variety of strategic and tactical needs/decisions.
- Increase early identification of trends and emerging issues to inform effective solutions/mitigation.
- Highlight operational issues that may "fly under the radar."
- Require accountability: relevant data, research and evaluation results verify outcomes.
- Support formalized ongoing and ad hoc metrics and analytics.
- Improve organizational efficiency and effectiveness with increased ability to plan, manage, involve and communicate to the workforce.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of reports, analysis and requests for service produced	0	0	0	35
Outcome	Percentage of reports produced on time without material error	0.0%	0.0%	0.0%	95.0%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$99,436	\$0
Materials & Supplies	\$0	\$0	\$9,900	\$0
Internal Services	\$0	\$0	\$15,589	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$124,925</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$124,925</b>	
Program FTE	0.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

This program offer supported by General Fund.

**Significant Program Changes****Last year this program was:**

This is a new scaled offer to #72001A Budget Office.

**Lead Agency:** County Management

**Program Contact:** Mike Waddell

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Central Accounts Payable (AP) supports County programs in the areas of vendor payment processing, auditing & data integrity, travel & training audits, procurement card administration, vendor master file management and compliance with County Administrative Procedures.

### Program Description

AP processes approximately 146,000 vendor invoice payments and refunds annually; this includes check payments, electronic payments and intergovernmental funds transfers. AP administers the procurement and travel card programs and facilitates the establishment and monitoring of petty cash accounts countywide; furthermore, it coordinates the fiscal year-end expenditure accruals; conducts internal audits of AP functions 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 contributing to staff competencies.

AP prides itself on fostering continuous process improvement by exploring/adopting AP best practices while leveraging technology to evolve the payables function from a paper intensive process to a more sustainable, electronic process. This single objective has reduced the cost of government—providing operating efficiencies while maintaining internal controls and supporting Climate Action Plan (Action Area 18-8).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Invoice Payments Processed	146,458	122,000	140,000	155,000
Outcome	Percent of Invoices Paid on Time within std NET30	95.5%	96.0%	96.0%	96.0%
Outcome	Percent of Total Payments that are Electronic	34.4%	45.0%	45.0%	45.0%
Outcome	Procurement Card Program Rebates	145,224	125,000	135,000	145,000

### Performance Measure - Description

Invoice payments processed increased from previous year due to growth of electronic payments which are processed daily as compared to weekly check payment processing.

Percent of total payments that are electronic is quantifying all paperless disbursements made via ACH (Automated Clearing House), wire transfer, government funds transfer or credit card purchase--growth correlates with more cost effective electronic payment methods.

Procurement Card Rebates are directly associated with the total amount spent in the P-Card system; the County experienced significant growth largely due to expanded use of credit card solutions combined with improved rebate rates negotiated with Bank of America

## Legal/Contractual Obligation

Tax Information Returns (ie. 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 could result in the County being assessed penalties and fines.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$606,291	\$0	\$624,451	\$0
Materials & Supplies	\$9,000	\$0	\$9,000	\$0
Total GF/non-GF:	<b>\$615,291</b>	<b>\$0</b>	<b>\$633,451</b>	<b>\$0</b>
Program Total:	<b>\$615,291</b>		<b>\$633,451</b>	
Program FTE	6.60	0.00	6.60	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$125,000	\$0	\$145,000	\$0
Total Revenue:	<b>\$125,000</b>	<b>\$0</b>	<b>\$145,000</b>	<b>\$0</b>

## 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:** #72005, FRM - Accounts Payable

A 0.50 FTE Fiscal Specialist 1 was transferred to Accounts Payable from Treasury and combined with another 0.50 FTE to increase capacity to perform workload identified in recent audit reports.

**Lead Agency:** County Management

**Program Contact:** Mark Campbell

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Chief Financial Officer 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 Description

The CFO develops and presents financial guidelines and policy 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 CEOs and CFOs of 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), 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
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 Measure - Description

**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.



### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$355,506	\$62,155	\$351,312	\$39,510
Contracts	\$101,542	\$0	\$165,690	\$0
Materials & Supplies	\$0	\$0	\$15,695	\$0
Internal Services	\$826,914	\$0	\$714,725	\$102,486
Total GF/non-GF:	<b>\$1,283,962</b>	<b>\$62,155</b>	<b>\$1,247,422</b>	<b>\$141,996</b>
Program Total:	<b>\$1,346,117</b>		<b>\$1,389,418</b>	
Program FTE	2.50	0.40	2.70	0.20
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$0	\$0	\$141,996
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$141,996</b>

### Explanation of Revenues

This program is supported by General Fund and Risk Fund revenues.

### Significant Program Changes

**Last year this program was:** #72007, FRM - Chief Financial Officer

Internal Services budgets for Finance & Risk Management division was consolidated in this program offer.

**Lead Agency:** County Management

**Program Contact:** Cara Fitzpatrick

**Program Offer Type:** Administration

**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, Federal cost allocation plan, contract fiscal compliance over grants as well as general accounting support and assistance countywide.

### Program Description

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 Officer's 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 US 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. Climate Action Plan (18-8) - electronic financial statement reporting for the CAFR on the MINT and internet supports Countywide initiatives for paper/waste reduction.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of properly stated balance sheet accounts per review of external auditors	298	295	298	298
Outcome	% of properly stated balance sheet accounts per review of external auditors	100.0%	100.0%	100.0%	100.0%
Outcome	% of total pass-through dollars actively monitored by Fiscal Compliance	52.0%	70.0%	58.0%	65.0%
Outcome	% of external auditor recommendations successfully implemented in a fiscal year	86.0%	75.0%	80.0%	80.0%

### Performance Measure - Description

**Output:** In the County's external financial audit, the auditors will analyze and audit our general ledger accounts. Fewer general ledger accounts identified with misstatements will indicate a high degree of accuracy in the financial statements.

**Outcome:** In the annual external audit, the auditors review and analyze the general ledger. A higher % of accurately stated accounts indicates fewer misstatements in the CAFR.

**Outcome:** FC 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 percentage monitored indicates greater coverage which results in a decrease in County financial risk as it relates to HS providers.

**Outcome:** In the County's external financial audit, the auditors provide recommendations to management on noted areas of improvement. A high percent of auditor recommendations successfully addressed indicates a greater degree of internal control and management review over the County's financial data.

### Legal/Contractual Obligation

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 \$500,000 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 passthrough 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$943,763	\$0	\$951,447	\$0
Contracts	\$1,100	\$0	\$1,100	\$0
Materials & Supplies	\$24,922	\$0	\$22,800	\$0
Total GF/non-GF:	<b>\$969,785</b>	<b>\$0</b>	<b>\$975,347</b>	<b>\$0</b>
Program Total:	<b>\$969,785</b>		<b>\$975,347</b>	
Program FTE	9.78	0.00	9.80	0.00
<b>Program Revenues</b>				
Intergovernmental	\$15,542	\$0	\$15,000	\$0
<b>Total Revenue:</b>	<b>\$15,542</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>

### Explanation of Revenues

This program is supported by General Fund revenues.

External revenue is received from Service Districts (Dunthorpe-Riverdale and Mid County Street Lighting) as reimbursement for accounting services provided to each Service District.

### Significant Program Changes

Last year this program was: #72009, FRM - General Ledger

**Lead Agency:** County Management

**Program Contact:** Brian Smith

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### 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 human services, construction, materials, and 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 Description

Purchasing provides leadership, policy oversight and monitoring, contract procurement, compliance, staff training, support services and overall accountability for thousands of contracts and 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 practices; (5) provide on-going guidance, support, training, and consulting 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.

CAP: 18-9 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of contracts awarded to MWESB and QRF businesses	34.0%	35.0%	35.0%	35.0%
Outcome	Minimize the number of sustained protests on formal procurements	0	0	0	0
Output	Number of formal RFP and Bid solicitations issued	60	50	70	50
Output	Number of contracts processed	944	1,100	628	900

### Performance Measure - Description

These are the same performance measures as in FY 2011. Purchasing manages formal Request For Proposal (RFP) and bid solicitations (i.e. >\$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 measure of the number of formal RFP and bid solicitations is a good indicator of the volume of formal procurements we conduct across all county departments.

Likewise, the number of contracts processed is a good indicator of the volume of contracts we review, process and store for county departments. We've seen a reduction in the number of contracts and amendments due to a push by the Departments towards multi-year contracts.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,752,540	\$0	\$1,773,469	\$0
Contracts	\$49,000	\$0	\$49,000	\$0
Materials & Supplies	\$78,910	\$0	\$78,910	\$0
Total GF/non-GF:	<b>\$1,880,450</b>	<b>\$0</b>	<b>\$1,901,379</b>	<b>\$0</b>
Program Total:	<b>\$1,880,450</b>		<b>\$1,901,379</b>	
Program FTE	18.50	0.00	18.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$2,000	\$0	\$2,000	\$0
Total Revenue:	<b>\$2,000</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$0</b>

### 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:** #72010A, FRM - Purchasing

With completion of the Contract System Redesign (CSR) project in FY 2012, this program offer reflects the elimination of the Project Manager position at project close out and a savings of \$60,384.

**Lead Agency:** County Management

**Program Contact:** Helen Barkley

**Program Offer Type:** Existing Operating

**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. It focuses on County-wide risk exposures, liability/ subrogation claims, insurance, loss control/prevention, and risk management. Our goal is to annually determine the County's "Cost of Risk", benchmark against other entities and continually improve our program by implementing best practices.

### Program Description

The Property & Liability Risk Program (P&LRP) purchases property insurance, County vehicle/fleet coverage, marine coverage, Crime, 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/procedures. The P&LRP designs and implements risk management strategies for the prevention of risk exposure and property and liability losses County-wide. This 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
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 in budget	2	2	2	2
Output	Annual number of property insurance policies	7	7	8	8
Outcome	Annual premium rate for property ins. coverage-cents per \$100 in property value	8	8	8	8

### Performance Measure - Description

**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 6 cents. The County's rate is 2 cents, indicating that the cost of the Liability Risk Program again this year is well below the average premium rate for self-insured Oregon public entities.

**Output:** Number of property policies, 7, including primary, Justice Center, Boiler & Machinery, Vehicle, Marine, Terrorism, Flood & Earthquake coverage.

**Outcome:** The average premium rate per \$100 in property value for Oregon public entities this year is 9 cents. The County's rate is 8 cents, indicating that we again this year have kept our property permium costs lower than other Oregon public entities.

## Legal/Contractual Obligation

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&LRP 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$123,518	\$0	\$161,862
Contracts	\$0	\$301,948	\$0	\$271,200
Materials & Supplies	\$0	\$3,046,660	\$0	\$5,250,071
Internal Services	\$0	\$35,932	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$3,508,058</b>	<b>\$0</b>	<b>\$5,683,133</b>
Program Total:	<b>\$3,508,058</b>		<b>\$5,683,133</b>	
Program FTE	0.00	1.23	0.00	1.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$3,545,100	\$0	\$5,663,133
Other / Miscellaneous	\$0	\$6,000	\$0	\$20,000
Total Revenue:	<b>\$0</b>	<b>\$3,551,100</b>	<b>\$0</b>	<b>\$5,683,133</b>

## 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:** #72015, FRM - Liability Risk Mgmt

Last year this program was 72015, FRM Liability Risk Mgmt. and 72018, FRM Property Risk Mgmt. The elimination of the Risk Manager position has affected some of the services that the P&LRP provides to internal and external customers. P&LRP staff have had to assume some of this position's managerial duties which has had an impact on service delivery and response times.

Part of a position, Deputy CFO (0.23 FTE), was removed from the P&LRP program and is included in the Chief Financial Officer program offer.

**Lead Agency:** County Management

**Program Contact:** Susie Cameron

**Program Offer Type:** Existing Operating

**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 Description

Central Payroll produces 24 payrolls per year for all Multnomah County employees and is responsible for:

- 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 Govt Operations section, item 18-8 related to reduction of waste by providing electronic disbursements of wages to employee's financial institutions and providing paperless notification of their deposits. Currently 97% of employees participate in direct deposit of funds and of those, 91% receive the notification of deposit via email.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average number of payments issued per period.	6,805	6,800	6,800	6,800
Outcome	Percent issued without errors.	99.0%	99.0%	99.0%	99.0%
Output	Percent of employees participating in Deferred Comp program.	48.0%	46.0%	46.0%	48.0%
Quality	Average deferred comp account balance.	50,000	51,000	51,000	51,000

### Performance Measure - Description

Output: Number of payments per pay period exceeds number of employees due to many employees having multiple direct deposits.

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%. The national average account balance is \$27,000.

The average account balance and participation rate are measures of the quality of the investment options and overall attractiveness of the plan as a voluntary employee benefit.

New for 2012 is the addition of a post-tax Roth option.



### Legal/Contractual Obligation

Wage payments are mandated by Federal and State wage and hour laws and by 10 union contracts. Withholding and remitting employment taxes is mandated by the Internal Revenue Service. Pension contributions are mandated by union contracts and the Oregon Revised Statutes. Failure to comply to the above laws and regulations could result in the County being assessed penalties and fines.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$701,092	\$0	\$730,595	\$0
Contracts	\$19,500	\$0	\$20,000	\$0
Materials & Supplies	\$26,571	\$0	\$26,405	\$0
Total GF/non-GF:	<b>\$747,163</b>	<b>\$0</b>	<b>\$777,000</b>	<b>\$0</b>
Program Total:	<b>\$747,163</b>		<b>\$777,000</b>	
Program FTE	7.56	0.00	7.50	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$154,500	\$0	\$120,000	\$0
Total Revenue:	<b>\$154,500</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$0</b>

### Explanation of Revenues

This program is supported by General Fund revenues. In addition, external revenue for the Deferred Compensation program is 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 agreement is for \$120,000 first year (FY 2012) and CPI-U adjustment for years 2 through 5.

### Significant Program Changes

Last year this program was: #72017, FRM - Payroll/Retirement Svcs

**Lead Agency:** County Management

**Program Contact:** Mark Campbell

**Program Offer Type:** Existing Operating

**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 provides responsive and pro-active customer support, training, and advice to department staff who handle cash in the course of providing services to county residents.

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. Treasury is required to act as custodian of Trust funds for property liens under Oregon Revised Statutes for county residents.

### Program Description

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 Visitor's 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 Visitor's 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Compliance w/ Investment Policy	1	1	1	1
Outcome	Tax Returns Filed - Motor Vehicle and Transient Lodging	97	95	95	95
Output	Ensure County's Cash Flow Needs are Met	1	1	1	1
Output	# of Business Accounts in County	60,150	63,000	61,750	63,000

### Performance Measure - Description

Measurement Key: 1 = Goal Achieved, 0 = Not Achieved

The % of tax returns filed is a measure of compliance with applicable code requirements. Compliance has remained high despite the impacts of the recession.

The # of business accounts is used as a workload measure and serves as an indicator of economic activity within the county.

### Legal/Contractual Obligation

Oregon Revised Statutes (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 2013.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$343,174	\$0	\$347,098	\$0
Contracts	\$1,129,000	\$0	\$1,082,298	\$0
Materials & Supplies	\$16,057	\$0	\$12,460	\$0
Total GF/non-GF:	<b>\$1,488,231</b>	<b>\$0</b>	<b>\$1,441,856</b>	<b>\$0</b>
Program Total:	<b>\$1,488,231</b>		<b>\$1,441,856</b>	
Program FTE	4.00	0.00	4.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$82,500	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$85,000	\$0
Total Revenue:	<b>\$82,500</b>	<b>\$0</b>	<b>\$85,000</b>	<b>\$0</b>

### Explanation of Revenues

This program is supported by General Fund revenues.

External revenue is received through an agreement between the County and the Visitor's Development Fund Board. Under terms of the IGA that created the Visitor's Development Fund the County receives an administrative fee equal to .7% of MVRT and TLT revenues recorded in the fund.

### Significant Program Changes

**Last year this program was:** #72023, FRM - Treasury and Tax Administration  
A 0.50 FTE Fiscal Specialist 1 was transferred to Accounts Payable.

**Lead Agency:** County Management

**Program Contact:** Michelle Cross

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Workers' Compensation Section manages the work-related employee injury and illness process and assists employees in returning to their jobs after an injury or illness occurs.

The Safety and Health Section oversees the loss prevention efforts of Multnomah County. The section assists each department in meeting the loss prevention requirements for a workers' compensation self-insured employer and Oregon OSHA compliance.

### Program Description

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 Employer-At-Injury reimbursement program.

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of site safety visits designed to meet loss preveniton requirements.	26	30	30	24
Outcome	County Experience Rating Modifier less than industry average	30.0%	30.0%	30.0%	30.0%
Quality	Meeting timeliness requirements for notices and payments as measured by OR-WCD.	90.0%	95.0%	95.0%	95.0%
Output	Number of safety and health training classes presented to County.	36	0	24	24

### Performance Measure - Description

- 1) Perform site safety visits annually and assist Departments and Offices in abating identified deficiencies. Staff goal is to visit areas with a high-frequency of injuries on an annual basis and all worksites at least once every three years. Offer for FY12-13 is based upon Risk Management Division having lost two personnel.
- 2) A workers' compensation experience modifier below industry average demonstrates the County's ability to manage claims better than the insurance industry average, resultng in paying less for total premiums. Multnomah County pays 30% less in premiums than the industry average. Premiums are calculated based on total payroll.
- 3) Quarterly claims processing performance as reported by the State Workers' Compensation Division. Self-insured employers must be above 90% for timely claim filing, timely first payment of compensation, and compensibility determinations. Maintaining this level or above demonstrates high quality of service.
- 4) Training and education helps employees prevent injuries and losses. Safety and Health staff provide regular County-wide training in defensive driving; handling potentially volatile situations; first aid/CPR/AED use; supervisor safety expectations; and hazard communication. The number of classes offered is based upon requests, identified areas of need, or OSHA programatic requirements.

## Legal/Contractual Obligation

Oregon Revised Statutes Section 656 and Oregon Administrative Rule 436, requires workers' compensation coverage be in force for subject employees; Multnomah County Code (MCC) 7.101(5) also defines the functions and uses of the Risk Management Fund. Self-insured employers certify under ORS 656.430 and must meet the qualification described in ORS 656.407.

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 worksite.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$618,849	\$0	\$682,276
Contracts	\$0	\$180,000	\$0	\$155,000
Materials & Supplies	\$0	\$2,248,241	\$0	\$3,524,284
Internal Services	\$0	\$93,077	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$3,140,167</b>	<b>\$0</b>	<b>\$4,361,560</b>
Program Total:	<b>\$3,140,167</b>		<b>\$4,361,560</b>	
Program FTE	0.00	5.50	0.00	6.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$3,140,167	\$0	\$4,211,560
Other / Miscellaneous	\$0	\$0	\$0	\$150,000
Total Revenue:	<b>\$0</b>	<b>\$3,140,167</b>	<b>\$0</b>	<b>\$4,361,560</b>

## Explanation of Revenues

The Workers' Compensation and Safety and Health Sections receive their revenues through internal service reimbursements assessed using historical data. The rates vary by department, but, in general, the County rate is 1.07%. All liabilities associated with workers' compensation claims are fully funded in a reserve account. External revenue is received from the Workers' Compensation Division Employer-At-Injury Program and through recoveries from third parties.

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:** #72024, FRM - Worker's Compensation  
Last year's program offer 72019 FRM Safety is incorporated in this offer.

The Workers' Compensation Program, through the RFP process, selected a new third party administrator (TPA) for claims processing. This change resulted in a reduction of Professional Services costs while still maintaining services levels through the TPA.

The elimination of the Risk Manager position has had an effect on the level of service provided internally. Workers' Compensation and Safety and Health staff have had to assume some of those positions managerial duties which impacts the delivery of service to internal clients and delays in some response times.

The OA, Sr. position in this program has been upgraded from .50 to 1.00 FTE.

**Lead Agency:** County Management

**Program Contact:** Mark Campbell

**Program Offer Type:** Existing Operating

**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 Description

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, Phillippi Property, and the Expo Center. Each of these sites offers a different recreational benefit for all citizens.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Payment Remitted in a Timely Manner	1	1	1	1
Outcome		0	0	0	0

### Performance Measure - Description

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

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$102,500	\$0	\$100,000
Internal Services	\$0	\$2,500	\$0	\$2,080
Total GF/non-GF:	<b>\$0</b>	<b>\$105,000</b>	<b>\$0</b>	<b>\$102,080</b>
Program Total:	<b>\$105,000</b>		<b>\$102,080</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Taxes	\$0	\$105,000	\$0	\$102,080
Total Revenue:	<b>\$0</b>	<b>\$105,000</b>	<b>\$0</b>	<b>\$102,080</b>

### Explanation of Revenues

Revenues represent Multnomah County's share of state Marine Fuel Tax.

### Significant Program Changes

Last year this program was: #72028, FRM - Recreation Fund Payment to Metro

**Lead Agency:** County Management

**Program Contact:** Travis Graves

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

Central Human Resources (HR) Administration provides strategic leadership and partnership to department HR units to guide consistent, efficient and cost effective HR processes and 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 Description

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 implement plans and 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 service program integration and performance measurement and reporting; 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. Effective July 2010, the County transitioned to an Online Only paperless job application process. This countywide process contributes to the Climate Action Plan, Local Govt Operations section, item 18-8 related to reduction of waste.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of countywide job applications in the Neogov applicant tracking system.	22,624	21,000	22,900	23,000
Outcome	Countywide employee turnover rate.	10.0%	10.0%	10.0%	10.0%

### Performance Measure - Description

These measures are among several used to provide performance information for decision-making. Due to previous budget reductions, HR reporting capacity is limited.



### Legal/Contractual Obligation

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. Ten 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$419,057	\$0	\$430,851	\$0
Contracts	\$79,005	\$0	\$79,005	\$0
Materials & Supplies	\$33,240	\$0	\$33,240	\$0
Internal Services	\$90,145	\$0	\$81,934	\$0
Total GF/non-GF:	<b>\$621,447</b>	<b>\$0</b>	<b>\$625,030</b>	<b>\$0</b>
Program Total:	<b>\$621,447</b>		<b>\$625,030</b>	
Program FTE	2.83	0.00	2.83	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

This offer is supported by County General Fund.

### Significant Program Changes

✔ **Significantly Changed**

**Last year this program was:** #72056, Central Human Resources - Administration

Effective December 2011 the administrative oversight of the Employee Benefits and Wellness Program transferred to Central HR Division from DCM Finance and Risk Management Division and 0.17 FTE was transferred to PO 72020 Central HR Employee Benefits.

To address span of control issues, 1.0 FTE OA2 is moved from Central HR Administration to Labor Relations offer #72018.

**Lead Agency:** County Management

**Program Contact:** Travis Graves

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Central Human Resources (HR) Services, comprised of the Classification and Compensation and the Talent Development units, provides critical infrastructure systems and tools to attract, train, and retain a diverse workforce at all levels of the organization. Classification & Compensation provides pay and classification structures necessary for the County to offer competitive pay and career paths. Talent Development provides countywide training for all employees and leads organizational development activities.

### Program Description

Central HR Services implements strategies to address key components of the Countywide Human Resources Strategic Plan in order 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. Even in the current economic environment, a shrinking qualified workforce combined with future retirements requires a strategic focus on the county's ability to recruit and retain a highly-skilled workforce. 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 Classification and Compensation team identifies and analyzes job duties and qualifications that define the scope and complexity of work performed as documented in position descriptions. The unit 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 including: employee, management and supervisory development (including the Multnomah Leadership Academy); diversity awareness and skills building; and technology training and policy or process-focused learning opportunities.

The Countywide Training Needs Survey informs training offerings. Talent Development develops training options by using the survey findings, as well as core competencies and job skills aligned with the employee performance management system to develop training options. This comprehensive system is essential to build and monitor individual employee accountability and support the achievement of organizational program goals.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of positions reviewed as a result of class/comp studies.	294	430	288	350
Outcome	Percent of total positions reclassified, revised, updated.	12.9%	15.0%	10.0%	13.0%
Output	# of positions reviewed as a result of individual requests.	250	225	140	250
Output	Number of Countywide training class attendees.	5,410	4,000	4,500	4,500

### Performance Measure - Description

The number of FY 2012 countywide training classes estimate includes Google g-mail transition classes. The percentage of all positions re-classed, revised, or updated as a result of classification or compensation review indicates County positions better aligned to current competitive job market factors, such as technology changes, regulatory requirements, and the inability to fill vacancies and/or impact on essential public services.

### Legal/Contractual Obligation

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. Ten 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,091,391	\$0	\$1,180,684	\$0
Contracts	\$164,000	\$0	\$136,803	\$0
Materials & Supplies	\$30,314	\$0	\$30,314	\$0
Internal Services	\$286,566	\$0	\$321,920	\$0
Total GF/non-GF:	<b>\$1,572,271</b>	<b>\$0</b>	<b>\$1,669,721</b>	<b>\$0</b>
Program Total:	<b>\$1,572,271</b>		<b>\$1,669,721</b>	
Program FTE	9.00	0.00	9.50	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

This program is supported exclusively by General Fund revenues.

### Significant Program Changes

**Last year this program was:** #72057, Central Human Resources - Central HR Services

To address span of control issues the Classification and Compensation HR Manager 2 is downgraded to an HR Manager 1.

Addition of 0.50 FTE HR Analyst Sr. within department constraint to provide Outplacement Services to employees impacted by layoff to enhance employee access, increase resources and better manage costs. Outplacement Services include education and skill building for job search, resume writing, interviewing, professional networking and related resources.

**Lead Agency:** County Management

**Program Contact:** Travis Graves

**Program Offer Type:** Existing Operating

**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 10 labor contracts, representing 85% of the County workforce.

### Program Description

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 the last round of negotiations in achieving 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 Team along with tools such as negotiated memoranda 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 administer 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Labor disputes.	169	200	120	180
Outcome	Percentage of labor disputes settled collaboratively.	85.0%	85.0%	90.0%	90.0%

### Performance Measure - Description

Disputes include formal and informal disagreements about the interpretation or application of labor contracts, Personnel Rules, practices or policies. The resolution of labor disputes collaboratively means all involved parties have agreed to the resolution without going to arbitration. The alternative is an external arbitrator imposing a decision binding on all parties.

### Legal/Contractual Obligation

Ten 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$856,533	\$38,493	\$867,246	\$40,868
Contracts	\$20,000	\$0	\$22,531	\$0
Materials & Supplies	\$14,124	\$0	\$14,872	\$0
Internal Services	\$130,094	\$0	\$187,755	\$0
Total GF/non-GF:	<b>\$1,020,751</b>	<b>\$38,493</b>	<b>\$1,092,404</b>	<b>\$40,868</b>
Program Total:	<b>\$1,059,244</b>		<b>\$1,133,272</b>	
Program FTE	5.60	0.25	6.60	0.25
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$38,493	\$0	\$40,868
Total Revenue:	<b>\$0</b>	<b>\$38,493</b>	<b>\$0</b>	<b>\$40,868</b>

### Explanation of Revenues

This offer is supported primarily by County General Fund with 0.25 FTE Labor Relations Manager personnel costs charged to Risk Fund.

### Significant Program Changes

**Last year this program was:** #72058, Central Human Resources - Labor Relations

To address span of control issues, 1.00 FTE OA2 is moved from Central HR Administration to Labor Relations.

**Lead Agency:** County Management

**Program Contact:** Travis Graves

**Program Offer Type:** Existing Operating

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of employee claims.	631	500	550	590
Outcome	Percentage of claim appeals found in the County's favor.	69.0%	80.0%	80.0%	65.0%
Output	Number of appeals.	16	10	10	13

### Performance Measure - Description

It is the County's goal to support maximum benefit claims for eligible applicants and minimize fraudulent claims. A higher percentage of claims appeals found in the County's favor means a lower expense and lower risk to the County.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$29,679	\$0	\$25,672
Materials & Supplies	\$0	\$1,745,059	\$0	\$1,826,429
Internal Services	\$0	\$3,494	\$0	\$4,221
Total GF/non-GF:	<b>\$0</b>	<b>\$1,778,232</b>	<b>\$0</b>	<b>\$1,856,322</b>
Program Total:	<b>\$1,778,232</b>		<b>\$1,856,322</b>	
Program FTE	0.00	0.15	0.00	0.15
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$1,778,232	\$0	\$1,856,322
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,778,232</b>	<b>\$0</b>	<b>\$1,856,322</b>

### Explanation of Revenues

Unemployment claims are funded by assessing a rate based on 0.6% of monthly payroll for each department.

### Significant Program Changes

**Last year this program was:** #72059, Central Human Resources - Unemployment Insurance

**Lead Agency:** County Management

**Program Contact:** Travis Graves

**Program Offer Type:** Existing Operating

**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 Description

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 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Medical plan annual member count	11,419	11,500	11,500	11,500
Outcome	Enrollment in Wellness sponsored activity	20,033	19,000	20,000	21,000
Efficiency	County's monthly per employee benefit cost - rate of increase	9.0%	5.0%	4.4%	4.4%

### Performance Measure - Description

**Output:** Reports total number of members enrolled in health plan coverage at some point during the plan year. This includes employees, retirees, COBRA participants and dependents from all three. The FY year member count reflects the prior year experience.

**Outcome:** Reports number of individual visits to County Wellness Fitness Center sites, plus participation in specific classes or other offered programs (for example Wellness mini-grants, breast pump loan, weight loss subsidy).

**Efficiency:** Actual dollar costs per FTE FY 2010 rate \$942, FY 2011 \$1,080, FY 2012 \$1,128 . Departmental contribution increased in FY 2012 to build health plan reserves to acceptable level. New federal benefit requirements will likely cause cost increases over the next few implementation years. Four-year national average increase has been 6.23%.



## Legal/Contractual Obligation

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 Equal Employment Opportunity laws.

Labor contracts require transit pass be provided by employer. OAR Chapter 340, Div 12 requires employers to make a good faith effort to provide incentives for employees to potentially reduce commute trips to worksites by 10% within 3 years. 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$35,217	\$1,190,856	\$0	\$1,220,538
Contracts	\$0	\$1,112,306	\$0	\$1,253,000
Materials & Supplies	\$0	\$79,332,263	\$0	\$79,566,946
Internal Services	\$0	\$254,037	\$0	\$310,319
Total GF/non-GF:	<b>\$35,217</b>	<b>\$81,889,462</b>	<b>\$0</b>	<b>\$82,350,803</b>
Program Total:	<b>\$81,924,679</b>		<b>\$82,350,803</b>	
Program FTE	0.00	10.17	0.00	11.17
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$74,732,394	\$0	\$73,908,442
Other / Miscellaneous	\$0	\$7,176,181	\$0	\$8,442,361
Total Revenue:	<b>\$0</b>	<b>\$81,908,575</b>	<b>\$0</b>	<b>\$82,350,803</b>

## Explanation of Revenues

Sources of revenue are: departmental contributions for health plan coverage, benefit administration charge (0.90% 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 are collected under 705210 but pay for expenses recorded under 705200, 705211, 705212, 705213, 705216, 705217, 705218, 705230, 705240, 705245.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72012, FRM - Employee Benefits

This offer incorporates FY 2012 offers #72012 Employee Benefits, #72013 Employee Wellness and #72006 Bus Pass Program.

FY 2012 Budget reflects addition of 1.00 FTE HR Analyst 1 effective November 2011 resulting in a current service level request of 11.17 FTE for FY 2013.

Effective December 2011 the Administrative oversight of the Employee Benefits and Wellness Program transferred to Central HR Division from the Finance and Risk Management Division.

**Lead Agency:** County Management

**Program Contact:** Travis Graves

**Program Offer Type:** Innovative/New Program

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The U.S. Department of Health and Human Services issued the Privacy Rule to implement the requirements of the Health Insurance Portability and Accountability Act (HIPAA). The Privacy Rule prescribes specific standards for organizations to manage, use and disclose individuals' protected health information.

This program offer funds a new Privacy Officer program in Central Human Resources to formalize authority and accountability for countywide HIPAA and Privacy Rule compliance, as well as other related State and Federal privacy rules and regulations. The Privacy Officer works directly with county departments and business areas, and collaborates with the county IT Security Manager, to ensure that county operations and services safeguard the privacy of employee and client protected health information.

### Program Description

A major goal of the Privacy Rule is to assure that individuals' health information is properly protected while allowing the flow of health information needed to provide and coordinate client health care and employee health benefits. The Office of Civil Rights vigorously enforces the HIPAA Privacy and Security Rules and can impose civil monetary penalties for violations.

The Privacy Office will provide leadership and oversight for:

- Policies and procedures: planning, development, implementation and alignment across the county;
- Compliance: Information and data safeguards, internal performance audits, violation investigation and mitigation, complaint tracking and reporting;
- Workforce Training: new employee orientation, initial, refresher, follow-up; documentation and tracking;
- Communication and Regulatory Reporting: education and awareness, respond to general public inquiry, periodic and ad hoc reporting to regulatory agencies;
- Consultation and guidance: evaluate internal policies and procedures, provide regulatory analysis on new/updated laws/rules, advisory and best practice support;
- Coordinate with department and business areas privacy liaisons: oversee consistent and efficient implementation and monitoring, lead countywide liaison group to address compliance issues;
- Coordinate with county IT Security Manager: coordinate overlapping issues/concerns, collaborate on countywide Privacy Assessment;
- Records requirements: oversee documentation and records retention requirements, maintain system to track and account for authorized disclosures.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Completed countywide Privacy Assessment.	0	0	0	1
Outcome	Percentage of new employees trained on HIPAA standards within 60 days of hire.	0.0%	0.0%	0.0%	100.0%

### Performance Measure - Description

An updated countywide Privacy/Security Assessment identifies organizational strengths and areas of improvement for internal action planning and prioritization.

Effective HIPAA staff training is a key component to Privacy Rule compliance and the County's ability to mitigate Privacy Rule violations.

**Legal/Contractual Obligation**

Health Insurance Portability and Accountability Act of 1996 U.S. Department of Health and Human Services Standards for Privacy of Individually Identifiable Health Information (Privacy Rule).

**Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$150,231
Contracts	\$0	\$0	\$0	\$30,000
Materials & Supplies	\$0	\$0	\$0	\$17,842
Internal Services	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$198,073</b>
Program Total:	<b>\$0</b>		<b>\$198,073</b>	
Program FTE	0.00	0.00	0.00	1.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

Revenue for the Privacy Officer program offer funded by the Risk Fund.

**Significant Program Changes**

**Last year this program was:**  
New offer for FY 2013.

**Lead Agency:** County Management

**Program Contact:** Randy Walruff

**Program Offer Type:** Administration

**Related Programs:** 72024, 72025A, 72026, 72027, 72028, 72029, 72030, 72031, 72032, 72033, 72034, 72035, 72037, 72038

**Program Characteristics:**

### Executive Summary

The Division of Assessment Recording & Taxation (DART) Administration Program performs the Assessor and Tax Collector functions required by statute and manages all Property Tax Collection and Property Tax Assessment functions as well as certain County Clerk functions (Recording, Marriage Licenses, Domestic Partnerships, and Board of Property Tax Appeals); monitors all processes for statutory compliance, certifying the property tax roll for collection, maintaining values on over 340,000 property tax accounts and collection and distribution of over \$1.2 billion in property taxes; provides leadership and strategic direction; plans, manages, directs, and coordinates the activities of the division; provides fiscal and operational oversight; employee development and performance management, tactical/resource planning, program measurement and evaluation and process/technology improvements.

### Program Description

DART Administration program performs the duties of the County Assessor including certifying the property tax roll for collection, maintaining Real Market Value on over 340,000 real and personal property accounts, and capturing/calculating Measure 50 "exception value" defined as new construction, renovation or remodeling which increases total Assessed Value of taxing districts. It also performs the duties of the Tax Collector who certifies the billing, collecting, and distribution of over \$1.2 billion in property taxes.

DART Administration plans, manages, directs, and coordinates the activities of the division; is responsible for strategic direction, policy development, financial planning, employee development and performance management, tactical/resource planning, program measurements and evaluation, work plans, and process/technology improvements, including the new Assessment and Taxation System. Administration monitors statutory compliance, oversees over 500,000 customer service interactions, provides internal and external communications, prepares and submits the annual County Assessment Function Funding Account (CAFFA) Grant Document and Annual Appraisal Work Plan to the Oregon Department of Revenue. 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.

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total Number of Property Tax Accounts Administered	339,698	341,000	341,000	341,000
Outcome	Percent Acceptable Compliance Reports Required by Oregon Department of Revenue	100.0%	100.0%	100.0%	100.0%
Efficiency	Administrative Costs as a Percent of Actual Expenditures	4.3%	5.0%	4.5%	5.0%
Efficiency	Cost of Collection per Account (in Dollars)	3	3	3	3

### Performance Measure - Description

The percent of required compliance reports received and accepted by the Department of Revenue (Grant document, Appraisal Plan, Ratio Study) implies adequacy of DART operations and uniform taxation. The goal is to maintain administrative costs at 5% of total DART operating program expenditures. FY 2010 Actual was 6%. FY 2011 Actual was 4.3%. In FY 2012 estimated is 4.5%. In FY 2013 estimate is 5%. The cost of collection per account will fluctuate depending on costs. FY 2010 actual cost/account = \$3.52; FY 2011 = \$3.69; est FY 2012 = \$3.52, FY 2013 est. = \$3.60.

## Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$611,377	\$0	\$669,323	\$0
Contracts	\$22,000	\$0	\$2,000	\$0
Materials & Supplies	\$683,401	\$0	\$141,508	\$0
Internal Services	\$113,216	\$0	\$122,486	\$0
Total GF/non-GF:	<b>\$1,429,994</b>	<b>\$0</b>	<b>\$935,317</b>	<b>\$0</b>
Program Total:	<b>\$1,429,994</b>		<b>\$935,317</b>	
Program FTE	5.00	0.00	6.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$90,000	\$0	\$80,000	\$0
Intergovernmental	\$216,960	\$0	\$221,299	\$0
<b>Total Revenue:</b>	<b>\$306,960</b>	<b>\$0</b>	<b>\$301,299</b>	<b>\$0</b>

## Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with an allocation of \$221,299 to DART Administration Program. Program General Fund revenue of \$80,000 is from document recording fees allocated to County Assessment and Taxation Programs (5% of the \$10 per document Recording Fee for the maintenance of county property tax systems.) Document Recording fees may vary annually based upon economic factors affecting the real estate market and the number of documents being recorded. The annual estimated fee revenue is based upon historical trends. The remaining program support is from General Fund revenues.

## Significant Program Changes

✓ **Significantly Changed**

**Last year this program was:** #72036A, Div Of Assessment, Recording & Taxation Administration

Also includes last year program offer 72036B, OTO Customer Service Consolidation. Due to a division reorganization, shift of 1.00 FTE from Program #72025 County Clerk to Admin Offer #72023 - Position moved to Administration for flexibility for succession planning and pending retirements. Position reclassified to Sr Data Analyst for a legislation/litigation coordinator.

**Lead Agency:** County Management

**Program Contact:** Gary Bartholomew

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72025A, 72026, 72027, 72028, 72035, 72037

**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 both at the public counter and through the organization's incoming phone system.

### Program Description

The Customer Service program responds to approximately 90,000 telephone inquiries and 30,000 walk-in customers annually (which includes approximately 18,000 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 are being integrated in 2012 in order to improve efficiency and quality of service delivery. Additional improvements are expected from technology updates including a new assessment and taxation system, an electronic customer cueing system and an online chat tool.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of counter transactions	31,296	25,000	30,000	30,000
Outcome	Average number of transactions per cashier	3,477	3,200	3,200	3,200
Output	Number of phone calls received and answered	89,284	90,000	90,000	90,000
Outcome	Average number of phone calls per operator	7,511	6,000	6,500	6,500

### Performance Measure - Description

"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.

### Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$701,062	\$0	\$722,989	\$0
Materials & Supplies	\$14,733	\$0	\$11,685	\$0
Internal Services	\$252,369	\$0	\$261,076	\$0
Total GF/non-GF:	<b>\$968,164</b>	<b>\$0</b>	<b>\$995,750</b>	<b>\$0</b>
Program Total:	<b>\$968,164</b>		<b>\$995,750</b>	
Program FTE	8.20	0.00	9.30	0.00
<b>Program Revenues</b>				
Intergovernmental	\$231,102	\$0	\$235,724	\$0
<b>Total Revenue:</b>	<b>\$231,102</b>	<b>\$0</b>	<b>\$235,724</b>	<b>\$0</b>

### Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$235,724 allocated to the DART Customer Service Program. Remaining program support is from General Fund revenues.

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72037, DART Customer Service

Continued division reorganization resulted in transfer of 1.00 FTE A&T Technician 2 from Program #72030 Special Programs to the Customer Service Program #72024 for FY 2013. Additional 0.10 FTE Finance Manager allocated to the Program for FY 2013.



**Lead Agency:** County Management

**Program Contact:** Gary Bartholomew

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72026, 72028, 72031, 72032, 72033, 72034, 72035, 72037

**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 taxpayer.

### Program Description

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 2011, 158,537 documents were recorded, 6,201 Marriage Licenses were processed, 325 Domestic Partnership Registrations were issued and 3,187 Passport Applications were accepted. Last year 1,917 BoPTA appeals were processed. All areas within the County Clerk Functions program provide direct customer service by responding to telephone inquiries and walk-in customers. The Recording office assists approximately 15,000 customers at the counter annually and responds to an estimated 15,000 phone inquiries. The Marriage Licenses and Domestic Partnership section assists approximately 18,000 customers at the counter annually and responds to a high volume of calls that are reported within the Customer Service total of approximately 90,000 annually.

This program also maintains a Public Research Room for customer use. Electronic recording functionality is being installed in 2012 which will improve efficiency and customer service. The Recording Office, Customer Service Office and Public Research Room are being integrated in 2012 in order to improve efficiency and quality of service delivery. Additional improvements are expected from technology updates including an electronic customer queuing system and an online chat tool.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Marriage Licenses Issued	6,201	6,300	6,300	6,300
Outcome	Number of Accurately Processed Licenses	6,115	6,240	6,250	6,250
Output	Number of Documents Recorded	158,537	168,000	155,000	170,000
Outcome	Average Number of Business Days to Return Original Recorded Documents	4	5	5	5

### Performance Measure - Description

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.



## Legal/Contractual Obligation

The County Clerk functions are governed by Oregon Revised Statutes (ORS) Chapter 205. Multnomah County Ordinance 948 authorizes couples to voluntarily 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.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$897,315	\$0	\$925,408	\$0
Contracts	\$162,600	\$0	\$81,262	\$0
Materials & Supplies	\$111,910	\$0	\$92,515	\$0
Internal Services	\$323,960	\$0	\$310,977	\$0
Capital Outlay	\$8,000	\$0	\$8,000	\$0
<b>Total GF/non-GF:</b>	<b>\$1,503,785</b>	<b>\$0</b>	<b>\$1,418,162</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$1,503,785</b>		<b>\$1,418,162</b>	
<b>Program FTE</b>	14.10	0.00	12.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$5,316,425	\$0	\$4,817,000	\$0
Intergovernmental	\$32,768	\$0	\$33,424	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$5,349,193</b>	<b>\$0</b>	<b>\$4,850,424</b>	<b>\$0</b>

## 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, and \$10 to Court Conciliation Services. Fees are charged for certified copies of licenses. The General Fund portion of marriage license/DP & copy fees is estimated at \$247,000.

The County collects a \$25.00 fee for accepting every Passport, with an estimated number of 3,200 passports for FY 2013 or \$80,000 GF revenue. Fees are collected for the recording of documents, for the Corner Preservation Fund, County Clerk Fund for records storage/retrieval systems, and Oregon Land Information System Fund (OLIS). A portion of recording fees is transferred to the County Assessment Function Funding Account at the Oregon Department of Revenue for the benefit of Assessment and Taxation functions. Remaining Recording Fees of \$4,320,000 and Document Copy Fees of \$50,000 are retained by the County General Fund as Recording Program revenues. Fees dedicated for storage and retrieval systems (County Clerk Fund - restricted under GASB #54) are estimated at \$120,000 new revenue for FY 2013. BoPTA is supported by participation in the Oregon Dept of Revenue County Assessment Function Funding Account (CAFFA) Grant, providing reimbursement of approx. 25% of BoPTA program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$33,424 allocated to BoPTA, with remaining support for BoPTA from the General Fund.

## Significant Program Changes

✓ Significantly Changed

**Last year this program was:** #72038, DART County Clerk Functions

Continued division reorganization, and a consolidation of direct services into one service location, resulted in transfer of 2.00 FTE from this Program #72025; 1.00 FTE transferred to Administration Program #72023 and 1.00 FTE transferred to Special Programs #72030. Additionally, reduced management allocation by 0.10 FTE. Net 2.10 FTE reduction.

**Lead Agency:** County Management

**Program Contact:** Gary Bartholomew

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72026, 72028, 72031, 72032, 72033, 72034, 72035, 72037

**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).

A portion of fees on recorded documents is dedicated to Records Storage and Retrieval Systems for the County Clerks. Under GASB #54, these funds are restricted and per Oregon Revised Statute 205.320(18) the funds are to be used for acquiring storage and retrieval systems, and maintaining and restoring records as authorized by the County Clerk.

This Scaled Offer represents a carryover of unspent restricted revenues for the County Clerk that reside within the General Fund, and which are to be used during FY13 for services to convert historical recorded documents and other county clerk records to digital format.

### Program Description

This Program will achieve the digitization of a large portion of the County Clerk historical records that are currently in microfiche and microfilm format. These records are available to the public in DART's on site public research room. The digitization of the historical records will improve access to a large portion of public records, providing for more efficient service delivery methods. In addition, by converting records to digital/electronic format, the County is positioned to no longer rely upon antiquated microfilm and microfiche equipment, and provide for optimal space utilization.

This program aligns the organization to relocate a large portion of the public records currently in the Public Research Room into DART's newly consolidated Customer Service Office, by providing public records in electronic format accessible via web-based portals. The comprehensive approach provides improved service delivery for access to public records.

This scaled program offer utilizes unspent restricted revenues for the County Clerk that reside within the General Fund, for services to convert historical recorded documents and other county clerk records to digital format.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

### Performance Measure - Description

### Legal/Contractual Obligation

The County Clerk functions are governed by Oregon Revised Statutes (ORS) Chapter 205. ORS 205.320(18) requires that a portion of document recording fees be dedicated to the 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
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$0	\$456,636	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$456,636</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$456,636</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$0	\$456,636	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$456,636</b>	<b>\$0</b>

### Explanation of Revenues

The carryover revenue in the amount of \$456,636 in this program offer represents unspent "restricted revenues" (a portion of recording fees) for the County Clerk that reside within the General Fund. Under GASB #54, these funds are restricted pursuant to Oregon Revised Statute 205.320(18).

### Significant Program Changes

Last year this program was:

**Lead Agency:** County Management

**Program Contact:** Gary Bartholomew

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72025A, 72028, 72030, 72032, 72033, 72034, 72035, 72037

**Program Characteristics:**

### Executive Summary

The Ownership Program, within the Division of Assessment, Recording and Taxation (DART), 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 a public counter.

### Program Description

The Ownership Program 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 in 2012 is expected to further increase efficiencies.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Ownership Changes Processed	25,000	25,000	25,000	25,000
Outcome	Average Number of Days to Complete Ownership Changes	2	2	2	2

### Performance Measure - Description

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.

### Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$313,803	\$0	\$318,267	\$0
Materials & Supplies	\$3,228	\$0	\$2,583	\$0
Internal Services	\$81,660	\$0	\$79,029	\$0
Total GF/non-GF:	<b>\$398,691</b>	<b>\$0</b>	<b>\$399,879</b>	<b>\$0</b>
Program Total:	<b>\$398,691</b>		<b>\$399,879</b>	
Program FTE	4.00	0.00	4.20	0.00
<b>Program Revenues</b>				
Intergovernmental	\$92,786	\$0	\$94,641	\$0
<b>Total Revenue:</b>	<b>\$92,786</b>	<b>\$0</b>	<b>\$94,641</b>	<b>\$0</b>

### Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268 Million, with \$94,641 allocated to the Ownership Program. Remaining program support is from General Fund revenues.

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72039, DART Ownership

Due to reorganization, allocated 0.20 FTE Operations Supervisor to this program for FY 2013.

**Lead Agency:** County Management

**Program Contact:** Gary Bartholomew

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72030, 72031, 72035, 72037, 72038

**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 Description

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. 370,000 tax statements are sent annually and \$1.2 billion in property taxes is levied for collection. Over 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 alternatives are being evaluated for cost savings and efficiencies. Customer use of electronic payment continues to increase. Credit card options and payment by phone have been implemented. Roll corrections and issuance of tax refunds are monitored closely to minimize the amount of interest paid on refunds. Legislation (2011) was proposed and adopted which minimizes interest paid on large appeals. Delinquencies are monitored closely and addressed effectively. A new assessment and taxation computer system scheduled to go live in 2012 is expected to increase efficiency and customer service.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Property Tax Statements Issued	367,005	375,000	370,000	370,000
Outcome	Percentage of Current Year Property Taxes Collected	97.2%	97.0%	97.2%	97.2%
Outcome	Tax Collected Via Electronic Payment (in Dollars)	42,630,185	55,000,000	47,000,000	55,000,000

### Performance Measure - Description

Property Tax Statements Issued each year includes the November, February, May trimesters and the delinquent real property statements.

## Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$983,816	\$0	\$1,007,683	\$0
Contracts	\$32,600	\$0	\$146,900	\$0
Materials & Supplies	\$83,269	\$0	\$125,276	\$0
Internal Services	\$449,850	\$0	\$457,758	\$0
Total GF/non-GF:	<b>\$1,549,535</b>	<b>\$0</b>	<b>\$1,737,617</b>	<b>\$0</b>
Program Total:	<b>\$1,549,535</b>		<b>\$1,737,617</b>	
Program FTE	11.70	0.00	11.50	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$439,100	\$0	\$384,400	\$0
Intergovernmental	\$402,876	\$0	\$410,934	\$0
Other / Miscellaneous	\$500	\$0	\$250	\$0
Total Revenue:	<b>\$842,476</b>	<b>\$0</b>	<b>\$795,584</b>	<b>\$0</b>

## Explanation of Revenues

Participation in Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$410,934 allocated to Tax Revenue Management. Program revenues of \$384,650 are from service fees including foreclosure publication fees, title search fees, exemption late filing fees, delinquent personal property tax warrant & warrant recording fees, mobile home ownership transfer fees, and other miscellaneous tax collection & copy fees. Service fees are required by Oregon Revised Statutes and County Fee ordinance, and may vary in volume due to economic influences, and some are linked to the volume of delinquent property taxes. 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 (\$55) and trip permits (\$5 per section). The County is allowed to retain \$30 for each ownership document transaction completed and all of the trip permit fees collected; total annual fees vary by volume of transactions. Exemption late filing fees may vary annually depending upon the timeliness of applications each year. The volume of Service Fees and other revenues is based upon historical averages. The remaining program support comes from General Fund revenues.

## Significant Program Changes

✓ Significantly Changed

**Last year this program was:** #72040, DART Tax Revenue Management

Division reorganization resulted in a 0.20 FTE reduction in the management position allocated to this Program #72027 for FY 2013. Program Offer includes replacement of tax payment processing system software and hardware.

**Lead Agency:** County Management

**Program Contact:** June Tilgner

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72025A, 72026, 72030, 72033, 72034, 72035, 72037

**Program Characteristics:**

**Executive Summary**

The Division of Assessment, Recording and Taxation (DART) GIS & Parcel Management 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 Description**

The GIS & Parcel Management 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.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of New Tax Roll Accounts Created	0	450	560	615
Outcome	Average Number of Changes per FTE	0	20,000	8,200	6,488
Output	Number of Mapping & Tax Roll Changes	0	100,000	41,285	45,400

**Performance Measure - Description**

The number of New Tax Roll Accounts Created is affected by the volume of new plats, condominiums, and subdivisions recorded. There was a significant decrease in the volume during the FY 2009 and continued in FY 2010 that has continued throughout FY 2011. The number of Mapping & Tax Roll Changes includes audits and data clean-up activities that have taken place this year.



## Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$487,875	\$0	\$489,409	\$0
Contracts	\$3,000	\$0	\$3,000	\$0
Materials & Supplies	\$45,037	\$0	\$45,456	\$0
Internal Services	\$121,953	\$0	\$116,355	\$0
Total GF/non-GF:	<b>\$657,865</b>	<b>\$0</b>	<b>\$654,220</b>	<b>\$0</b>
Program Total:	<b>\$657,865</b>		<b>\$654,220</b>	
Program FTE	9.45	0.00	5.20	0.00
<b>Program Revenues</b>				
Intergovernmental	\$151,768	\$0	\$154,804	\$0
Total Revenue:	<b>\$151,768</b>	<b>\$0</b>	<b>\$154,804</b>	<b>\$0</b>

## Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$154,804 allocated to the GIS/Parcel Management Program. Remaining program support is from General Fund revenues.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72041, DART - GIS & Parcel Management

A division reorganization resulted in transfer of 4.00 FTE from Program #72028 GIS/Parcel Management. Three positions transferred to Program #72030 Special Programs; 1.00 FTE transferred to Program #72024 Customer Service.

**Lead Agency:** County Management

**Program Contact:** Rene Grier

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72030, 72031, 72032, 72033, 72034, 72035, 72037

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Projects Maintained	13	13	13	13
Outcome	Percentage of Residential Neighborhoods With Equity Compliance	93.0%	90.0%	90.0%	90.0%

### Performance Measure - Description

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.

### Legal/Contractual Obligation

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 Account (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$326,390	\$0	\$339,247	\$0
Contracts	\$4,040	\$0	\$0	\$0
Materials & Supplies	\$6,650	\$0	\$13,595	\$0
Internal Services	\$45,475	\$0	\$50,191	\$0
Total GF/non-GF:	<b>\$382,555</b>	<b>\$0</b>	<b>\$403,033</b>	<b>\$0</b>
Program Total:	<b>\$382,555</b>		<b>\$403,033</b>	
Program FTE	3.20	0.00	3.20	0.00
<b>Program Revenues</b>				
Intergovernmental	\$93,476	\$0	\$95,345	\$0
<b>Total Revenue:</b>	<b>\$93,476</b>	<b>\$0</b>	<b>\$95,345</b>	<b>\$0</b>

### Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$95,345 to DART Assessment Performance Analysis Program. Remaining program support is from General Fund revenues.

### Significant Program Changes

Last year this program was: #72042, DART Assessment Performance Analysis

**Lead Agency:** County Management

**Program Contact:** Sally Brown

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72026, 72027, 72028, 72029, 72031, 72032, 72033, 72034, 72035, 72037, 72038

**Program Characteristics:**

### Executive Summary

Special Programs, 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 Description

Special Programs manages parcels by updating existing accounts and creating new accounts in various databases and 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 over 5,200 property tax exemptions for the War Veteran & Surviving Spouse program and the Active Duty Military program. In addition, there are over 9,500 accounts with exemption status for various types of organizations, including charitable, fraternal, and religious. SPG is responsible for specially assessed properties, which include farm, forest, historic, and other specially assessed programs mandated by law. Leasehold records are monitored to maintain accurate, taxable values on over 700 accounts where non-exempt tenants lease from exempt government agencies. Approximately five hundred 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Accounts Reviewed and Processed for Current Tax Roll	8,405	8,600	8,400	8,400
Outcome	Taxable Market Value Re-established to the Roll	665,352,107	450,000,000	350,000,000	325,000,000
Input	Total Exempt Accounts Monitored	34,469	34,000	34,000	34,450
Output	Total Number of Accounts Processed for Prior Tax Roll	3,312	4,500	3,000	3,000

### Performance Measure - Description

## Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$979,829	\$0	\$1,031,906	\$0
Contracts	\$2,020	\$0	\$0	\$0
Materials & Supplies	\$10,434	\$0	\$13,413	\$0
Internal Services	\$137,864	\$0	\$156,746	\$0
Total GF/non-GF:	<b>\$1,130,147</b>	<b>\$0</b>	<b>\$1,202,065</b>	<b>\$0</b>
Program Total:	<b>\$1,130,147</b>		<b>\$1,202,065</b>	
Program FTE	7.05	0.00	11.30	0.00
<b>Program Revenues</b>				
Intergovernmental	\$278,702	\$0	\$284,276	\$0
Total Revenue:	<b>\$278,702</b>	<b>\$0</b>	<b>\$284,276</b>	<b>\$0</b>

## Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$284,276 allocated to DART Special Programs. Remaining program support is from General Fund revenues.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72043, DART Property Assessment - Special Programs

A Division reorganization during FY 2012 resulted in the addition of 4.00 FTE to this Program #72030. Three positions transferred from Program #72028 GIS/Parcel Management, and 1.00 FTE transferred from Program #72025 County Clerk Functions.

**Lead Agency:** County Management

**Program Contact:** Rick Teague

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72025A, 72027, 72029, 72030, 72032, 72033, 72035, 72037

**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 Description

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 40,000 accounts. 40% 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Non-Leased Accounts Processed, Coded and Valued	22,200	22,000	22,100	22,000
Outcome	Assessed Value in Millions of Personal Property Value Placed on the Tax Roll	2,392	2,350	2,276	2,200
Output	% of Accounts with Captured Asset Listings	65.0%	70.0%	67.0%	70.0%
Output	% of Accounts Filing Electronically	13.0%	15.0%	10.0%	12.0%

### Performance Measure - Description

Oregon Revised Statutes requires appraisals to be at 100% of Market Value as of January 1st of each year, with all returns processed and valued by the third week of September. The Department of Revenue (DOR) annually reviews compliance through the Assessors Appraisal Plan. The DOR's most recent review determined that we are in compliance with standards. Failure to meet these standards can result in loss of County Assessment Function Funding Account (CAFFA) grant revenue and program control. We have increased our focus on improving efficiencies and better utilization of technology. We now capture the annual asset listings from businesses in a database and return them to the business each year for updating. In addition, larger businesses are encouraged to file their asset lists electronically. These take less time to process, reduce our costs, improve our accuracy, and reduce the need for account review.

## Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$995,308	\$0	\$1,008,577	\$0
Contracts	\$113,050	\$0	\$10,000	\$0
Materials & Supplies	\$9,552	\$0	\$10,566	\$0
Internal Services	\$235,321	\$0	\$254,700	\$0
Total GF/non-GF:	<b>\$1,353,231</b>	<b>\$0</b>	<b>\$1,283,843</b>	<b>\$0</b>
Program Total:	<b>\$1,353,231</b>		<b>\$1,283,843</b>	
Program FTE	10.70	0.00	10.70	0.00
<b>Program Revenues</b>				
Intergovernmental	\$297,673	\$0	\$303,627	\$0
Total Revenue:	<b>\$297,673</b>	<b>\$0</b>	<b>\$303,627</b>	<b>\$0</b>

## Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$303,627 allocated to DART Personal Property Assessment. Remaining program support is from General Fund revenues.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72044, DART Personal Property Assessment

Due to division reorganization, transferred 2.00 FTE, A&T Data Entry/Verification Operators, from former Data Operations Program (FY12 #72049) to Personal Property Assessment Program #72031 in FY 2013. Data Operations was not budgeted as a separate support program for FY 2013.



**Lead Agency:** County Management

**Program Contact:** Rick Teague

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72026, 72029, 72030, 72031, 72033, 72035, 72037

**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 Description

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on 250 county-responsibility industrial properties and maintenance of 440 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Industrial Accounts Maintained	695	695	700	700
Outcome	Assessed Value placed on the Tax Roll (in millions)	2,594	2,580	2,670	2,670
Efficiency	Percentage of Sites Reviewed for Transfer	12.0%	12.0%	8.0%	10.0%

### Performance Measure - Description

Oregon Revised Statutes (ORS) requires property appraisals to be at 100% of Market Value as of January 1st of each year, with all returns processed and values placed on the roll by the third week of September. Failure to meet standards can result

in loss of County Assessment Function Funding Account (CAFFA) grant revenue and program control.

Program measures "Accounts Maintained" and "Assessed Value Placed on Roll" include both state and county-responsibility industrial sites in order to better reflect the contribution of this program

The "Reviewed for Transfer" project began with a list of 75 potentially misclassified sites. Proper classification is required by law and results in more accurate whole plant valuation.



### Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$530,509	\$0	\$549,939	\$0
Contracts	\$9,679	\$0	\$0	\$0
Materials & Supplies	\$5,973	\$0	\$15,595	\$0
Internal Services	\$66,676	\$0	\$72,517	\$0
Total GF/non-GF:	<b>\$612,837</b>	<b>\$0</b>	<b>\$638,051</b>	<b>\$0</b>
Program Total:	<b>\$612,837</b>		<b>\$638,051</b>	
Program FTE	5.55	0.00	5.55	0.00
<b>Program Revenues</b>				
Intergovernmental	\$147,974	\$0	\$150,934	\$0
<b>Total Revenue:</b>	<b>\$147,974</b>	<b>\$0</b>	<b>\$150,934</b>	<b>\$0</b>

### Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268 with \$150,934 allocated to DART Property Assessment-Industrial Program. Remaining program support is from General Fund revenues.

### Significant Program Changes

Last year this program was: #72045, DART Property Assessment - Industrial

**Lead Agency:** County Management

**Program Contact:** Ronald RODWICK

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72029, 72030, 72032, 72034, 72035, 72037

**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 Description

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on 22,000 commercial, and multifamily properties. Staff physically inspects and appraises 1,200 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Accounts Appraised	559	2,000	550	550
Outcome	New Taxable Exception Value in Millions	812	850	850	850
Efficiency	% Automated Recalculation	53.0%	55.0%	20.0%	20.0%
Outcome	% Market Groupings with COD Compliance	75.0%	85.0%	85.0%	85.0%

### Performance Measure - Description

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. The DOR's most recent review as of 2011 determined that this program complies with standards.

Estimates made regarding new taxable value from Measure 50 exceptions are speculative due to the difficulty in predicting market forces. With the real estate market still in flux, we are focused on physical reappraisal, targeted resource allocation and improved methodology to maximize assessments. It was discovered in FY 2012 that the method used to estimate the number the number of accounts appraised was faulty, resulting in significant over-estimation; the method was improved for the current-year estimate.

## Legal/Contractual Obligation

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 Account (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,445,462	\$0	\$1,524,192	\$0
Contracts	\$64,677	\$0	\$30,500	\$0
Materials & Supplies	\$34,849	\$0	\$73,931	\$0
Internal Services	\$178,256	\$0	\$193,988	\$0
Total GF/non-GF:	<b>\$1,723,244</b>	<b>\$0</b>	<b>\$1,822,611</b>	<b>\$0</b>
Program Total:	<b>\$1,723,244</b>		<b>\$1,822,611</b>	
Program FTE	15.30	0.00	15.30	0.00
<b>Program Revenues</b>				
Intergovernmental	\$422,537	\$0	\$430,988	\$0
Total Revenue:	<b>\$422,537</b>	<b>\$0</b>	<b>\$430,988</b>	<b>\$0</b>

## Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268 with \$430,988 allocated to DART Commercial Appraisal Program. Remaining program support is from General Fund revenues.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72046, DART Commercial Property Appraisal

High-rise condominiums formerly reported in this program are now reported in program 72034—DCM-Dart Residential Property Appraisal. This transfer of workload caused a significant change in the current-year estimates for the Commercial program's performance measure, "% Automated Recalculation;" however, there is no net reduction in property accounts using an automated recalculation appraisal method. Also, small apartments (5-20 units) formerly reported in program 72047-DCM-DART Residential Appraisal are now reported in this program. Division reorganization resulted in Program Supervisor reclassification to Property Appraiser 2 for FY 2013.

**Lead Agency:** County Management

**Program Contact:** Leslie CECH

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72028, 72029, 72030, 72033, 72035, 72037

**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 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. Also included in this program is Data Operations. This unit contributes to the support of the applications used by the linked programs for DART. Responsibilities include computer entry of data for property, tax and recorded documents and supporting application users. Additionally, Data Operations performs necessary interdepartmental communication and other support as requested.

### Program Description

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on 209,200 single family and two-four family properties; 35,300 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 6,000 to 7,000 properties annually due to permits issued for new construction, remodeling or renovation. They also appraise 2,000 to 3,000 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Accounts Appraised	14,704	18,000	18,000	15,000
Outcome	New Taxable Exception Value in Millions of Dollars	337	500	400	400
Efficiency	Accounts Appraised per Appraiser	613	750	750	700
Outcome	% Neighborhoods with COD Compliance	97.0%	98.0%	98.0%	98.0%

### Performance Measure - Description

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. The DOR's most recent review as of 2011 determined that this program complies with standards.

Estimates made regarding new taxable value from Measure 50 exceptions are speculative due to the difficulty in predicting market forces. With the real estate market still in flux, we are focused on physical reappraisal, targeted resource allocation and improved methodology to maximize assessments.

## Legal/Contractual Obligation

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 Account (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,814,471	\$0	\$2,908,965	\$0
Contracts	\$10,000	\$0	\$10,500	\$0
Materials & Supplies	\$130,172	\$0	\$131,244	\$0
Internal Services	\$389,196	\$0	\$416,819	\$0
Total GF/non-GF:	<b>\$3,343,839</b>	<b>\$0</b>	<b>\$3,467,528</b>	<b>\$0</b>
Program Total:	<b>\$3,343,839</b>		<b>\$3,467,528</b>	
Program FTE	29.25	0.00	29.25	0.00
<b>Program Revenues</b>				
Intergovernmental	\$804,028	\$0	\$820,108	\$0
Total Revenue:	<b>\$804,028</b>	<b>\$0</b>	<b>\$820,108</b>	<b>\$0</b>

## Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$820,108 allocated to Residential Property Appraisal Program. Remaining program support is from General Fund revenues.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72047, DART Residential Property Appraisal

High-rise condominiums formerly reported in 72046 – CDM-DART Commercial Property Appraisal are now reported in this program. Also, small apartments (5-20 units) formerly reported in this program are now reported in 72046 – DCM-DART Commercial Property.

A division reorganization resulted in the transfer of 3.00 FTE from former Data Operations Program (FY 2012 Program #72049) to Residenteial Appraisal Program #72034, and a Program Supervisor reclassification to Property Appraiser 2. Data Operations not budgeted as a separate support program for FY 2013.

**Lead Agency:** County Management

**Program Contact:** Randy Walruff

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72024, 72026, 72027, 72028, 72029, 72030, 72031, 72032, 72033, 72034, 72037

**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 at the end of FY 2008 with the evaluation of proposals, selection of a vendor and contract negotiations proceeding through FY 2009. FY 2010 activities included detailed analysis of the required functionality and the vendor's software application, and defining the programming changes required due to Oregon property tax statutes. In FY 2011 the detailed analysis and definition of programming changes were completed and the vendor started development and data migration. The project's major stages will be completed in FY 2012 with the completion of development, testing of those changes, staff training and implementation of the new software.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of A&T System Project Milestones Met	0	7	7	1
Outcome	% of A&T Project Milestones Completed on Time and within Budget	0.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

The multi-year project to select and implement a new A&T system has met the following milestones: FY 2008-Publish RFP; FY 2009-Evaluate Proposals, Select Vendor and Negotiate Contract; FY 2010-GAP Analysis Start, Design Start, Development Start (a), and Server/Oracle Installed. The FY 2011 milestones are: GAP Analysis Finish, Design Finish, Development Start (b), Data Migration Start, and Integrations Start. The FY 2012 milestones are: Development Finish, Data Migration Finish, System Testing, Training, PC Deployment, Integrations Finish and Go-Live. FY 2013 milestone is: Post Go-Live Support.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$154,036	\$0	\$299,462
Contracts	\$0	\$2,031,981	\$0	\$1,780,016
Materials & Supplies	\$0	\$1,515,021	\$0	\$1,451,805
Internal Services	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$3,701,038</b>	<b>\$0</b>	<b>\$3,531,283</b>
Program Total:	<b>\$3,701,038</b>		<b>\$3,531,283</b>	
Program FTE	0.00	1.00	0.00	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$3,701,038	\$0	\$3,531,283
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$3,701,038</b>	<b>\$0</b>	<b>\$3,531,283</b>

**Explanation of Revenues**

Increased revenue is anticipated the first year following implementation (FY 12/13) as a result of productivity improvements for staff as well as a phased-in realignment of personnel from office support to field work finding taxable value. When new value is put on the tax roll, the corresponding tax growth is carried forward every year, and is compounded by the Measure 50 maximum 3% growth. The 10-year total increase in property tax revenue for Multnomah County of \$7.7 M is based on a rate of increase in new taxable value of 4% per year. The 10 year total increase for all taxing districts will be \$32.1 million. BWC Revenue is the estimated carryover of Fund 2504 after FY12 anticipated expenditures. Capital expenditures for Systems upgrades are an allowable expenditure in the annual County Assessment Function Funding Account (CAFFA) grant application, up to a defined cap amount per year. The Department of Revenue (DOR) has approved including the cost of the System Upgrade Project up to the allowable Cap amount annually, thereby maximizing CAFFA grant revenues for programs supported by the grant funds. The increase in budgeted allowable expenditures in the CAFFA Grant application increases the county's share (% distribution) of the available statewide CAFFA funding pool.

**Significant Program Changes**

**Last year this program was:** #72048, DART Assessment & Taxation System Upgrade



**Lead Agency:** County Management

**Program Contact:** June Tilgner

**Program Offer Type:** Support

**Related Programs:** 72023, 72024, 72025A, 72026, 72027, 72028, 72029, 72030, 72031, 72032, 72033, 72034, 72035, 72038

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Requests & Support Activities Completed	0	6,500	4,300	3,500
Outcome	% of Requests Associated with Program Revenue	0.0%	4.0%	5.0%	4.0%

### Performance Measure - Description

The Number of Requests & Activities Completed was a new performance measure for FY 2010. One Activity represents 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.



## Legal/Contractual Obligation

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 Account" (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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$677,981	\$0	\$688,998	\$0
Contracts	\$37,110	\$0	\$49,750	\$0
Materials & Supplies	\$304,755	\$0	\$329,093	\$0
Internal Services	\$129,720	\$0	\$124,530	\$0
Total GF/non-GF:	<b>\$1,149,566</b>	<b>\$0</b>	<b>\$1,192,371</b>	<b>\$0</b>
Program Total:	<b>\$1,149,566</b>		<b>\$1,192,371</b>	
Program FTE	5.80	0.00	5.80	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$70,000	\$0	\$70,000	\$0
Intergovernmental	\$276,632	\$0	\$282,165	\$0
Total Revenue:	<b>\$346,632</b>	<b>\$0</b>	<b>\$352,165</b>	<b>\$0</b>

## Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Account (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of program expenditures. Total annual Multnomah County share of CAFFA is estimated at \$3,518,268, with \$282,165 allocated to DART Applications Support Program. Additional program revenue of \$70,000 is from service fees for access to Assessment & Taxation information (subscription website user fees) and requests for Assessment & Taxation Data files. Service fee rates are as authorized in the Department of County Management Fee Ordinance. Fees are projected based upon historical trends. Remaining support is from General Fund revenues.

## Significant Program Changes

Last year this program was: #72050, DART Applications Support

**Lead Agency:** County Management

**Program Contact:** Sally Brown

**Program Offer Type:** Existing Operating

**Related Programs:** 72023, 72027, 72030

**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 foreclosed property portfolio consists of 343 properties. Every year property is deeded to the county in the fall through Tax Foreclosure, this year the County received 6 properties. Of the current inventory, approximately 77% of the properties are strips of various sizes, 21% are vacant lots that are mostly irregular in shape and not buildable, and 2% are properties with improvements or structures. Properties are sold at public auction and by entering into private sales with adjacent owners. The inventory is also reduced by transferring properties to government agencies, non-profit housing developers, and non-profit corporations for public use.

### Program Description

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 made available for repurchase to the 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 available for donation to governments, non-profit housing sponsors or Open Space Preservation Sponsors.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Properties remaining in Tax Title Inventory	356	349	336	345
Outcome	Properties placed back on the tax roll & into community use	39	30	27	30
Outcome	Revenue disbursed to taxing districts for public use	431,412	356,400	250,000	371,768

### Performance Measure - Description

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 set asides are accounted for and the balance of revenue is disbursed to taxing districts.

## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$106,426	\$0	\$110,055	\$0
Contracts	\$452,888	\$0	\$450,788	\$0
Materials & Supplies	\$38,199	\$0	\$35,922	\$0
Internal Services	\$15,787	\$0	\$16,535	\$0
Total GF/non-GF:	<b>\$613,300</b>	<b>\$0</b>	<b>\$613,300</b>	<b>\$0</b>
Program Total:	<b>\$613,300</b>		<b>\$613,300</b>	
Program FTE	1.20	0.00	1.20	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$564,300	\$0	\$567,300	\$0
Taxes	\$24,000	\$0	\$25,000	\$0
Other / Miscellaneous	\$25,000	\$0	\$21,000	\$0
Total Revenue:	<b>\$613,300</b>	<b>\$0</b>	<b>\$613,300</b>	<b>\$0</b>

## Explanation of Revenues

The Program has to be financially self sustaining. Program revenues include contract principle estimated at \$25,000 and interest on contracts and repurchases estimated at \$21,000. Sales of properties at auction, private sales and repurchases are estimated at \$567,200 for FY 2013. Miscellaneous late fees \$100. When actual revenues exceed the program's operating costs, the balance is distributed to taxing districts in Multnomah County, in accordance with ORS 275.275, per formula provided in ORS 311.390.

## Significant Program Changes

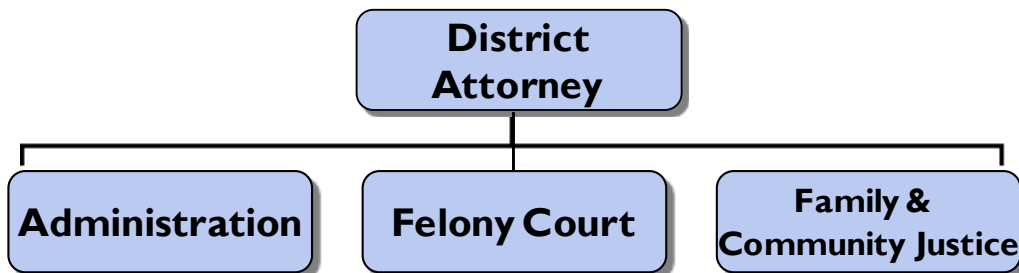
Last year this program was: #72051, DART Tax Title

## Department Overview

Prosecution services are the cornerstone of any effective public safety system. The District Attorney's office reviews and prosecutes criminal cases presented by seven police agencies within the county; represents the State in cases of juvenile dependency, delinquency, child support and provides services to victims.

The mission of this District Attorney's office is "To provide the citizens of Multnomah County with fair, timely and cost effective justice services." The guiding principles under which the District Attorney's Office operates are:

- To enforce the Rule of Law by providing fair, equitable and unbiased prosecution services.
- To be responsive to the needs of the Citizenry and communities by pro actively 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, guiding them through legal processes with compassion, and communicating case outcomes.
- To be responsive to our Law Enforcement partners by remaining flexible enough to address emerging trends in criminal activity and providing expert legal advice and guidance.
- To work collaboratively within the Criminal Justice system to affect positive change by looking at and developing new and innovative programs, streams of offenders, best practices and leveraging technological advancements.
- To find ways at both the adult and juvenile levels to provide education and rely upon community services to divert people from coming back 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 budget of \$25.7 million, \$1.1 million more than FY 2012. The General Fund budget is \$19.3 million, which is an increase of \$1.1 million over FY 2012.

Funding from other funds is reduced by \$3,263 due to reduced Federal, State and local funding.

The FY 2013 budget is also reduced by 2.80 FTE when compared to the FY 2012 adopted budget due to a combination of constraint reductions and the loss of Federal, State and local funding.

The impact of these changes are described in the following pages.

<b>Budget Trends*</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2012</b>	<b>FY 2013</b>	
	<b><u>Actual</u></b>	<b><u>Current Estimate</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Difference</u></b>
Staffing FTE	201.00	196.00	196.00	193.20	(2.80)
Personnel Services	\$21,589,862	\$20,607,361	\$20,927,769	\$21,721,456	\$793,687
Contractual Services	995,080	816,854	861,908	882,202	20,294
Materials & Supplies	2,652,265	2,838,993	2,877,037	3,122,682	245,645
Capital Outlay	<u>42,849</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Costs</b>	<b>\$25,280,056</b>	<b>\$24,263,208</b>	<b>\$24,666,714</b>	<b>\$25,726,340</b>	<b>\$1,059,626</b>

\*Does not include cash transfers, contingencies or unappropriated balances.

## Successes and Challenges

### Successes:

The Office, in collaboration with the Oregon Department of Justice and a position funded by the Board has implemented a Restitution Pilot Project aimed at improving establishment and collection of court order restitution orders and enabling victims of crime to take greater advantage of their right to monetary restitution.

Partnering with local law enforcement and funded by the City of Portland, the Drug Impact Area (DIA) Deputy DA has issued 240 criminal cases (169 felonies and 71 misdemeanors) have been issued involving the unlawful delivery or possession of heroin, cocaine, and marijuana that occurred in one of the 3 Drug Impact Areas. Since the inception of the DIA program, 164 cases that were formerly eligible for violation treatment have been issued as misdemeanors. To date, 244 defendants have been excluded from the DIAs as a condition of probation.

In 2011, the first full year of the Sex Buyers Accountability and Diversion Program's John School saw 52 men attending John School with many more waiting to attend. Each participant is required to pay \$1,000 for the diversion program.

The Office completed development and installed the Alfresco Document Management System for the adult case system and reduced its footprint in County Archives. Ending last July the office scanned approximately 6 million documents into the system and eliminated 1,485 boxes of files stored at County Archives. The Office continues to work on implementing the system for the Juvenile case system.

Even facing difficult economic circumstances the office's child support collections were approximately \$31.6 million dollars, all of which went out to help households in Multnomah County.

### Challenges:

The sluggish economy may continue to present revenue issues for all public agencies and private business. The availability of grant dollars from our Federal, State and local partners may be stretched even further in the upcoming year. Typically these dollars fund targeted prosecution efforts and innovative approaches that otherwise the office would not be able to afford.

Public Safety leaders and their respective budget staff have been and will continue to meet to discuss potential budgetary impacts to the public safety system and how the partners can be more collaborative in their approach.

The Drug Unit has seen an upswing in the number of cases issued with increases of approximately 23% during the last calendar year. The potential loss of 0.50 Deputy DA positions from City funding in the Drug Unit could make reacting to the upswing in cases very challenging next fiscal year.

### Diversity and Equity

It is the policy of the District Attorney that all staff and attorneys maintain the highest ethical and professional standards of the legal profession. Cases reviewed by the office are treated fairly and equitably with the Deputy District Attorney responsible for exercising discretion to submit only those charges which are consistent with the evidence and in the best interest of Justice.

The office works to ensure that victims of crime are treated fairly and with respect. Programs like the Victims Assistance program work hard to eliminate barriers that may prevent victims from taking advantage their legal rights and to part of the criminal justice process. Our Victim Advocates, using tele-language lines, interpreters, translation services, legal documents written in plain language and other tools, help thousands of victims each to year understand the legal process, solve language and transportation problems, social service referrals and will accompany the victim to their court proceeding.

The Office also honors the diversity of its staff by learning about and celebrating our cultural differences. In addition, the office continuously reviews our recruitment and hiring process to make sure that we have not created unnecessary barriers for anyone wishing to apply for an available position in the office.

### Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
Office Administration	\$4,441,285	\$0	\$4,441,285	27.50
Felony Court	7,412,010	5,890,198	13,302,208	57.50
Community and Family Justice	<u>7,412,686</u>	<u>570,161</u>	<u>7,982,847</u>	<u>108.20</u>
<b>Total District Attorney's Office</b>	<b>\$19,265,981</b>	<b>\$6,460,359</b>	<b>\$25,726,340</b>	<b>193.20</b>

### Office Administration

The Office of the District Attorney sets policy and provides leadership, coordination, resource allocation, and direction for all of the Office's divisions, other law enforcement agencies, and private organizations. The division includes Administrative Services, Human Resources, Information Technology, Finance, and Records/Discovery.

#### Administrative Services

District Attorney Administrative Services provide office management functions to the entire office as well as budget, finance, information technology, records/discovery and human resource management. It is responsible for ensuring that managerial functions are efficiently and correctly performed within the parameters of office policy, County Administrative Rules, and State and Federal requirements.

### Significant Changes

There are no significant changes in FY 2013.



### Felony Court

The Felony Court Division prosecutes felonies in County Courts. This entails reviewing, investigating, and trying felony cases brought to the District Attorney by local law enforcement agencies and the public. The Felony Court Division is divided into two areas:

#### Felony Trial Units:

Felony trial units review, issue and prosecute felony charges involving property offenses (Unit A), drug and vice cases (Unit B), burglary and robbery, negligent homicides, and gang cases (Unit C/Gangs), rape and sexual assault cases and other person crimes (Unit D), murder cases are distributed throughout the trial units. Each of the trial teams insures that police arrests, citations, and public complaints involving criminal activity are reviewed, filed and prosecuted.

#### Investigations:

In partnership with the Multnomah County Sheriff's Office, the Portland Police Bureau and Gresham Police Department, the District Attorney's Office provides investigation services for the office in each area of felony, juvenile, and family crimes.

### Significant Changes

The Felony Division is reduced by 1.00 FTE DDA 2 in the Property Crime Unit (15006) as a result of the General Fund reduction.

The Drug Unit (15007) is reduced due to loss of City funding for the Service Coordination Team 0.50 DDA 2 position.

### Community and Family Justice

The Family Justice Division was created to strengthen services for children and families in Multnomah County. The Family and Community Justice Division consists of the following: Misdemeanor Prosecution includes the Community Courts, which prosecute community-related, non-violent, and quality of life crimes; the Misdemeanor Court, which receives and prosecutes misdemeanor crimes, traffic crimes and city ordinance violations.

The Neighborhood District Attorney works closely with community groups, Neighborhood Associations, business groups and local law enforcement to identify emerging criminal activity develop and implement strategies to prevent crime.

The Juvenile Section prosecutes juveniles who have committed crimes ranging from misdemeanors to homicides; intervenes to protect abused or neglected children; and frees children for adoption.

The Domestic Violence Unit prosecutes domestic violence cases including misdemeanors, felonies, homicides, and violation of restraining orders. Victims' Assistance offers crisis intervention, short term counseling, and information and referral; assists victims in obtaining restitution; and keeps victims and their families advised of the progress of the case and assists victims through the case disposition.

The Child Abuse Team reviews/processes criminal cases involving child abuse. Support Enforcement establishes and enforces child support & medical orders.

### Significant Changes

The Child Support Program (15019) is reduced by 1.00 FTE Office Assistant 2 position due to a reduction of State General Fund revenue.

The Juvenile Trial Unit (15013) is reduced by 0.30 FTE due to cuts in the Juvenile Dependency Contract.

# District Attorney's Office

fy2013 adopted budget

## District Attorney's Office

The following table shows the programs that make up the departments total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Administration</b>					
I5000	Management Services	\$787,585	\$0	\$787,585	6.00
I5001	Administrative Support Services	987,208	0	987,208	3.00
I5002	Information Technology	1,615,717	0	1,615,717	6.00
I5003	Finance/Human Resources	480,132	0	480,132	5.50
I5004	Records/Discovery	570,643	0	570,643	7.00
<b>Felony Division</b>					
I5005	Felony Administration	366,171	0	366,171	2.00
I5006A	Unit A Property Crimes	1,757,555	154,485	1,912,040	15.00
I5007A	Unit B Drugs/Vice	1,069,150	184,191	1,253,341	8.50
I5007C	Drug and Vice Unit B- Drug Impact Area Deputy DA	0	129,335	129,335	1.00
I5008	Unit C/Gangs Robbery, Weapons	1,726,937	66,150	1,793,087	11.50
I5009	Unit D Violent Person Crimes	972,513	0	972,513	6.00
I5010	Pre-Trial	1,030,225	0	1,030,225	9.50
I5011	Investigations	490,135	36,000	526,135	4.00
<b>Community and Family Justice</b>					
I5012	Family and Community Justice Administration	258,459	0	258,459	1.00
I5013	Juvenile Court Trial Unit	1,194,330	1,299,842	2,494,172	18.70
I5014	Domestic Violence Unit	1,124,557	78,750	1,203,307	10.00
I5015A	Child Abuse Team-MDT	773,774	761,183	1,534,957	6.00
I5015B	MDT Child Abuse Team- Deputy DA 3	191,375	0	191,375	1.00
I5016	Misdemeanor Trial, Intake, Community Court	2,410,127	0	2,410,127	25.50
I5017A	Neighborhood DA	679,350	548,900	1,228,250	8.00
I5017B	Neighborhood DA- Prostitution and Sex Trafficking	0	125,000	125,000	1.00
I5018	Victims Assistance	215,038	861,297	1,076,335	11.00
I5019	Child Support Enforcement	<u>565,000</u>	<u>2,215,226</u>	<u>2,780,226</u>	<u>26.00</u>
<b>Total District Attorney</b>		<b>\$19,265,981</b>	<b>\$6,460,359</b>	<b>\$25,726,340</b>	<b>193.20</b>

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Administration

**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 and making best use of the resources provided.

### Program Description

The District Attorney and Senior Management 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. The District Attorney's Administration-Management Programs provide leadership, policy direction, long and short range planning and daily operational oversight across the department and/or at the division level and includes all of the District Attorney's operational programs that assigned to County's Safety and Basic Needs Priority areas.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total number of all staff communications	52	52	52	52
Outcome	Total number of cases resolved	17,277	19,750	18,500	18,500

### Performance Measure - Description

Output-The number of all staff communications

Outcome- Total number of cases resolved in the office during the fiscal year.

**Legal/Contractual Obligation**

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., 8.850 Offices, supplies and stenographic assistance for district attorneys and deputies.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$853,868	\$0	\$787,585	\$0
Internal Services	\$500	\$0	\$0	\$0
Total GF/non-GF:	<b>\$854,368</b>	<b>\$0</b>	<b>\$787,585</b>	<b>\$0</b>
Program Total:	<b>\$854,368</b>		<b>\$787,585</b>	
Program FTE	6.50	0.00	6.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was:

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This Administrative support services program provides clerical support for the department's main reception desk and mail handling at the County Courthouse and clerical floaters that provide backup clerical coverage throughout the department.

### Program Description

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 direct inquiries to the appropriate unit. The reception staff also processes all incoming and outgoing internal and external mail.

The program also includes two clerical floater positions that act in 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Witness Subpoenas paid	3,095	3,500	3,200	3,200
Outcome	Amount of witness fees paid	23,114	26,500	24,000	24,000

### Performance Measure - Description

Witness subpoenas processed- witnesses who receive a subpoena turn them into the DA main reception area after testifying in order to receive payment.

Amount of witness fees paid- the amount paid to witnesses who have turned in their subpoenas and testified.

**Legal/Contractual Obligation**

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**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$210,800	\$0	\$226,660	\$0
Contracts	\$28,080	\$0	\$28,782	\$0
Materials & Supplies	\$115,222	\$0	\$113,349	\$0
Internal Services	\$543,353	\$0	\$618,417	\$0
Total GF/non-GF:	<b>\$897,455</b>	<b>\$0</b>	<b>\$987,208</b>	<b>\$0</b>
Program Total:	<b>\$897,455</b>		<b>\$987,208</b>	
Program FTE	3.00	0.00	3.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$137,967	\$0	\$157,546	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$137,967</b>	<b>\$0</b>	<b>\$157,546</b>	<b>\$0</b>

**Explanation of Revenues**

\$157,546 department indirect revenue

**Significant Program Changes**

Last year this program was:

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Information Technologies Unit provides PC fast and economical desktop support, software application and server support and maintains the document management, Juvenile and Adult case tracking systems (Crimes) for the entire office.

### Program Description

The IT unit purchases, installs, and maintains all hardware and software for the District Attorney's Office. The Unit supports all servers, desktop and laptop personal computers and is responsible for the Adult Crime and Juvenile Crimes case tracking systems. It also maintains the new document management system and a help line for all DA users. It is also responsible for the collection and preparation of statistical data reports.

This program allows the District Attorney to fulfill a 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Help Desk Calls	5,004	4,600	5,000	5,000
Outcome	Average time in minutes to resolve ticket	14	23	15	15

### Performance Measure - Description

Help desk calls- the number of calls coming through the DA help desk.

The average time it takes to resolve held desk calls expressed in minutes.



**Legal/Contractual Obligation**

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**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$690,226	\$0	\$705,514	\$0
Contracts	\$30,000	\$0	\$40,750	\$0
Materials & Supplies	\$242,476	\$0	\$300,643	\$0
Internal Services	\$429,526	\$0	\$568,810	\$0
Total GF/non-GF:	<b>\$1,392,228</b>	<b>\$0</b>	<b>\$1,615,717</b>	<b>\$0</b>
Program Total:	<b>\$1,392,228</b>		<b>\$1,615,717</b>	
Program FTE	6.00	0.00	6.00	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was:

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

This program provides all daily processing in finance, purchasing, travel & training, budget preparation, fiscal reports, grant reporting and monitoring, human resources, payroll, HR maintenance for SAP, recruitment.

### Program Description

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, contracts, 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 a 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total number of vendors paid	4,846	5,500	4,900	4,900
Outcome	percent of vendors paid within 30 days	90.0%	92.0%	92.0%	92.0%
Output	Total number of applications screened	697	600	700	650

### Performance Measure - Description

Total number of vendors paid- payments made to vendors

Total number of vendors paid within 90 days

Percent of Vendors paid with 30 days

## Legal/Contractual Obligation

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.

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$457,631	\$0	\$473,461	\$0
Materials & Supplies	\$2,248	\$0	\$2,287	\$0
Internal Services	\$4,355	\$0	\$4,384	\$0
Total GF/non-GF:	<b>\$464,234</b>	<b>\$0</b>	<b>\$480,132</b>	<b>\$0</b>
Program Total:	<b>\$464,234</b>		<b>\$480,132</b>	
Program FTE	5.50	0.00	5.50	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was:

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program supports the entire office by processing discovery requests and maintaining the physical files and records on open and recently closed felony and misdemeanor cases in the District Attorney's office.

### Program Description

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 cases files at any given time. This program produces general fund revenue of \$275,000 to \$300,000 each year.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total number of Discovery Packets created	18,097	21,000	18,750	18,750
Outcome	Total Discovery Revenue	300,530	285,000	310,000	285,000

### Performance Measure - Description

The number of Discovery packets created.

General fund revenue received from the sale of Discovery.

**Legal/Contractual Obligation**

ORS 8.850 Offices, supplies and stenographic assistance for district attorneys and deputies, 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**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$443,091	\$0	\$430,303	\$0
Contracts	\$4,250	\$0	\$4,356	\$0
Materials & Supplies	\$17,382	\$0	\$17,816	\$0
Internal Services	\$144,851	\$0	\$118,168	\$0
Total GF/non-GF:	<b>\$609,574</b>	<b>\$0</b>	<b>\$570,643</b>	<b>\$0</b>
Program Total:	<b>\$609,574</b>		<b>\$570,643</b>	
Program FTE	7.00	0.00	7.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$285,000	\$0	\$285,000	\$0
<b>Total Revenue:</b>	<b>\$285,000</b>	<b>\$0</b>	<b>\$285,000</b>	<b>\$0</b>

**Explanation of Revenues**

\$285,000 in Discovery revenue

**Significant Program Changes**

Last year this program was:

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program includes a Chief Deputy District Attorney and Chief Investigator that provide leadership, policy direction, long and short range planning and daily operational oversight for the Felony Division.

### Program Description

The Chief Deputy and Chief Investigator provide leadership, policy direction, long and short range planning. The Chief Deputy District Attorney of the Felony Division is a member of senior level management with specific division level responsibilities.

The Chief Deputy has direct and daily oversight responsibility over the Pre-Trial unit, Drug and Vice Unit B, Property and Theft Unit A, Weapons Crime and Gangs Unit C, Violent Person/Sex Crimes unit D and the Investigations unit.

The Chief Investigator supervises all Investigators that are assigned to felony, misdemeanor and juvenile cases.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total Felony cases issued	4,256	4,250	5,000	5,200
Outcome	Total Felony cases resolved	3,959	4,200	4,000	4,200

### Performance Measure - Description

Total Felony Cases Issued-The total of all cases issued by the Felony Division during the fiscal year.

Total Felony Cases Resolved- The total of cases resolved in the Felony Division during the fiscal year.

### Legal/Contractual Obligation

Per ORS 8.760 Deputies may be authorized and paid by county. 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$352,510	\$0	\$339,067	\$0
Contracts	\$21,060	\$0	\$21,587	\$0
Materials & Supplies	\$4,414	\$0	\$4,525	\$0
Internal Services	\$140	\$0	\$992	\$0
Total GF/non-GF:	<b>\$378,124</b>	<b>\$0</b>	<b>\$366,171</b>	<b>\$0</b>
Program Total:	<b>\$378,124</b>		<b>\$366,171</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #15006, District Attorney's Office- Felony Administration

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Felony Trial Unit A or theft unit holds offenders accountable by prosecuting fraud, auto theft, forgery, identity theft, white collar crime and theft crimes that target the elderly. These are mid-level offenders within the public safety system.

### Program Description

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 from the auto theft task force, commercial burglaries, 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 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 key to making sure that offenders are held accountable for their criminal behavior.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Cases Issued	1,126	865	1,125	1,150
Outcome	Cases Resolved	978	932	980	1,000
Input	Cases Reviewed	1,598	1,390	1,600	1,650

### Performance Measure - Description

Cases issued- the number of cases for which a charging document has been created in that 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.



## 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,900,384	\$96,983	\$1,730,249	\$152,485
Contracts	\$10,809	\$0	\$11,079	\$0
Materials & Supplies	\$5,876	\$0	\$6,023	\$2,000
Internal Services	\$11,164	\$0	\$10,204	\$0
Total GF/non-GF:	<b>\$1,928,233</b>	<b>\$96,983</b>	<b>\$1,757,555</b>	<b>\$154,485</b>
Program Total:	<b>\$2,025,216</b>		<b>\$1,912,040</b>	
Program FTE	16.00	1.00	13.50	1.50
<b>Program Revenues</b>				
Intergovernmental	\$0	\$96,983	\$0	\$154,485
Total Revenue:	<b>\$0</b>	<b>\$96,983</b>	<b>\$0</b>	<b>\$154,485</b>

## Explanation of Revenues

\$89,124 START Court grant and \$65,361 Intellectual Property grant

## Significant Program Changes

Last year this program was: #15007A, District Attorney's Office-Unit A Property Crimes

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### Executive Summary

The Felony Trial Unit B holds offenders accountable by prosecuting drug and vice cases involving: manufacturing, distribution and possession of controlled substances, promoting prostitution and works closely with local law enforcement to identify and clean areas within the County that have a high level of drug activity.

### Program Description

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 and the promotion of prostitution. 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 co-operatively with other state and local 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 mid-level and some low level offenders and is key to making sure that offenders are held accountable for their criminal behavior.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	1,345	1,305	1,350	1,350
Outcome	cases resolved	1,255	1,395	1,275	1,275
Input	cases reviewed	1,829	1,935	1,950	1,975

### Performance Measure - Description

Cases issued- the number of cases for which a charging document has been created in that 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.

## 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 8.670 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.

8.680 Prosecuting and collecting penalties and forfeitures; prosecuting and defending for state.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$905,104	\$29,973	\$1,039,008	\$30,947
Contracts	\$4,658	\$0	\$4,774	\$0
Materials & Supplies	\$9,766	\$156,000	\$10,010	\$151,000
Internal Services	\$18,224	\$0	\$15,358	\$2,244
Total GF/non-GF:	<b>\$937,752</b>	<b>\$185,973</b>	<b>\$1,069,150</b>	<b>\$184,191</b>
Program Total:	<b>\$1,123,725</b>		<b>\$1,253,341</b>	
Program FTE	8.00	2.00	8.00	0.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$1,600	\$0
Other / Miscellaneous	\$0	\$185,973	\$0	\$184,191
Total Revenue:	<b>\$0</b>	<b>\$185,973</b>	<b>\$1,600</b>	<b>\$184,191</b>

## Explanation of Revenues

\$151,000 liquor control revenue, \$33,191 forfeiture, \$1600 indirect

## Significant Program Changes

Last year this program was: #15008, District Attorney's Office- Unit B Drugs/Vice

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

This program offer supports 1 FTE Deputy DA 2 position that was previously funded through the City of Portland to prosecute cases in drug impacted areas of the County and to impose and enforce exclusion orders through the court as a part of their probation.

### Program Description

The Drug Impact Area (DIA) Deputy DA works closely with local law enforcement and community organizations to identify and prosecute offenders committing drug related crimes in drug impacted areas of the County. Prosecuting these crimes as felonies or misdemeanors provides the Deputy DA an opportunity to request that the court impose exclusion or stay away orders as a condition of probation. If the offender violates this order they are considered in violation of their probation. Since the start of the DIA program, 240 criminal cases (169 felonies and 71 misdemeanors) have been issued involving the unlawful delivery or possession of heroin, cocaine, and marijuana that occurred in one of the 3 Drug Impact Areas. Since the inception of the DIA program, 164 cases that were formerly eligible for violation treatment have been issued as misdemeanors. To date, 244 defendants have been excluded from the DIAs as a condition of probation.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	0	0	299	350
Outcome	cases resolved	0	0	279	300

### Performance Measure - Description

Cases issued- the number of cases for which a charging document has been created in that unit.

Cases resolved-the total number of cases that have been resolved.

## 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 8.670 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.

8.680 Prosecuting and collecting penalties and forfeitures; prosecuting and defending for state.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$119,703	\$0	\$129,335
Total GF/non-GF:	<b>\$0</b>	<b>\$119,703</b>	<b>\$0</b>	<b>\$129,335</b>
Program Total:	<b>\$119,703</b>		<b>\$129,335</b>	
Program FTE	0.00	1.00	0.00	1.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$119,703	\$0	\$129,335
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$119,703</b>	<b>\$0</b>	<b>\$129,335</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was:

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Felony Trial Unit C prosecutes a variety of serious or high and medium level felony crimes including: Robberies, residential burglary, weapons, gang crimes, vehicular homicides and assaults, arson and felony animal abuse.

### Program Description

This program works closely with federal, state and local law enforcement agencies to prosecute serious person and property crimes involving gangs, weapons, arson, animal abuse, robbery, residential burglary, assaults and crimes involving weapons. As an active member of the Youth Gun Anti-Violence task force (YGAT), the program works cooperatively with the Bureau of Alcohol Tobacco and Firearms and the Portland Police Bureau and the US Attorney's Office to reduce or eliminate illegal possession and transfer of firearms and has been involved in hundreds of state and federal prosecutions.

The Gang unit works cooperatively with state and local law enforcement agencies and communities to target and reduce the instance of gang related crime through aggressive enforcement and prosecution.

In the continuum of prosecution services, this unit prosecutes high and medium level offenders and is key to making sure that offenders are held accountable for their criminal behavior.

The program holds 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	774	725	775	775
Outcome	cases resolved	736	735	740	735
Input	cases reviewed	935	900	935	925

### Performance Measure - Description

Cases issued- the number of cases for which a charging document has been created in that 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.

## 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,499,749	\$74,710	\$1,659,292	\$63,000
Contracts	\$37,308	\$0	\$38,241	\$0
Materials & Supplies	\$14,688	\$0	\$14,053	\$0
Internal Services	\$15,996	\$3,410	\$15,351	\$3,150
Total GF/non-GF:	<b>\$1,567,741</b>	<b>\$78,120</b>	<b>\$1,726,937</b>	<b>\$66,150</b>
Program Total:	<b>\$1,645,861</b>		<b>\$1,793,087</b>	
Program FTE	10.97	0.53	11.08	0.42
<b>Program Revenues</b>				
Indirect for dep't Admin	\$2,133	\$0	\$2,246	\$0
Intergovernmental	\$0	\$78,120	\$0	\$66,150
Total Revenue:	<b>\$2,133</b>	<b>\$78,120</b>	<b>\$2,246</b>	<b>\$66,150</b>

## Explanation of Revenues

\$65,150 Juvenile Accountability (JAIB) grant, \$2246 indirect

## Significant Program Changes

Last year this program was: #15009, District Attorney's Office- Unit C/Gangs, Robbery, Weapons

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Felony Trial Unit D prosecutes cases involving violent person crimes such as 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 Description

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 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	443	475	450	450
Outcome	cases resolved	451	465	450	450
Input	cases reviewed	787	810	788	790

### Performance Measure - Description

Cases issued- the number of cases for which a charging document has been created in that 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.



## 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$836,888	\$154,754	\$930,749	\$0
Contracts	\$20,152	\$0	\$20,656	\$0
Materials & Supplies	\$9,003	\$0	\$8,228	\$0
Internal Services	\$14,263	\$0	\$12,880	\$0
Total GF/non-GF:	<b>\$880,306</b>	<b>\$154,754</b>	<b>\$972,513</b>	<b>\$0</b>
Program Total:	<b>\$1,035,060</b>		<b>\$972,513</b>	
Program FTE	6.00	1.00	6.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$154,754	\$0	\$0
Total Revenue:	<b>\$0</b>	<b>\$154,754</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was: #15010, District Attorney's Office-Unit D Violent Person Crimes

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### Executive Summary

The pre-trial unit represents and/or coordinates judicial appeal cases for the District Attorney's office, civil litigations, post conviction relief, felony arraignments, coordinates extraditions and transport of material witnesses, post conviction expungements and provides Grand Jury administration.

### Program Description

This program provides a variety of important functions within the District Attorney's office including felony arraignment court appearances, civil litigations, post conviction relief and appeals.

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 those people convicted of crimes who qualify, this program provides a process for the expungement of records.

The program also processes cases involving fugitives who have been arrested in Multnomah County on outstanding warrants from other states or jurisdictions. The program works, through citizen involvement in the Grand Jury system, to indict persons involved in felony crimes.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	299	285	300	300
Outcome	cases resolved	294	265	295	295

### Performance Measure - Description

Cases issued- the number of cases for which a charging document has been created in that unit.

Cases resolved-the number of cases completed and closed in that 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. 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	2012	2012	2013	2013
Personnel	\$901,764	\$0	\$1,022,547	\$0
Materials & Supplies	\$1,310	\$0	\$1,343	\$0
Internal Services	\$6,613	\$0	\$6,335	\$0
Total GF/non-GF:	\$909,687	\$0	\$1,030,225	\$0
Program Total:	\$909,687		\$1,030,225	
Program FTE	8.50	0.00	9.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #15011, District Attorney's Office-Pre-Trial

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### 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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	subpoenas issued	6,617	7,000	6,620	6,650
Outcome	subpoenas served	5,978	5,600	6,000	6,100

### Performance Measure - Description

Number of subpoenas issued- the number of subpoenas given to the Investigators for personal service.

Number of Subpoenas served- the number of subpoenas for which personal service was completed.

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$357,466	\$36,000	\$354,255	\$36,000
Contracts	\$26,410	\$0	\$27,070	\$0
Materials & Supplies	\$18,950	\$0	\$18,424	\$0
Internal Services	\$96,307	\$0	\$90,386	\$0
Total GF/non-GF:	<b>\$499,133</b>	<b>\$36,000</b>	<b>\$490,135</b>	<b>\$36,000</b>
Program Total:	<b>\$535,133</b>		<b>\$526,135</b>	
Program FTE	3.63	0.37	3.64	0.36
<b>Program Revenues</b>				
Intergovernmental	\$0	\$36,000	\$0	\$36,000
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$36,000</b>	<b>\$0</b>	<b>\$36,000</b>

**Explanation of Revenues**

\$36,000 Gresham PD

**Significant Program Changes**

Last year this program was: #15012, District Attorney's Office-Investigations

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This is a Chief Deputy District Attorney that provides leadership, policy direction, long and short range planning and daily operational oversight for the Family and Community Justice Division.

### Program Description

The Chief Deputy District Attorney of the Family and Community Justice Division is a member of senior level management with specific division level responsibilities. The Chief Deputy has direct and daily oversight responsibility over the Misdemeanor units, Neighborhood DA program, Community Court, Domestic Violence trial unit, Juvenile trial unit, Child Abuse unit, Support Enforcement Division, and Victims Assistance unit.

The Chief Deputy provides leadership, policy direction, long and short range planning and daily operational oversight.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	total cases issued by Family Justice Division	13,841	15,300	13,850	13,850
Outcome	total cases resolved by Family Justice Division	13,318	15,500	13,320	13,320

### Performance Measure - Description

Total cases issued in Family and Community Justice Division includes felony and misdemeanor cases but does not include juvenile cases.

Total cases resolved in Family and Community Justice Division includes felony and misdemeanor cases but does not include juvenile cases.

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$244,384	\$0	\$247,494	\$0
Contracts	\$6,105	\$0	\$6,105	\$0
Materials & Supplies	\$4,860	\$0	\$4,860	\$0
Internal Services	\$500	\$0	\$0	\$0
Total GF/non-GF:	<b>\$255,849</b>	<b>\$0</b>	<b>\$258,459</b>	<b>\$0</b>
Program Total:	<b>\$255,849</b>		<b>\$258,459</b>	
Program FTE	1.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was: #15013, District Attorney's Office- Family and Community Justice Admin.

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### 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; 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 Description

The Delinquency function involves the prosecution of juveniles who have committed non-Ballot Measure 11 crimes. This includes cases ranging from misdemeanors to felonies to homicides. 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of dependency cases	604	575	605	610
Outcome	number of children protected on dependency cases	689	650	690	690

### Performance Measure - Description

Output- the number of new and reopened dependency cases.

Outcome- the number of children protected as a result of work on dependency cases.



## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$913,633	\$1,314,593	\$1,061,016	\$1,279,842
Contracts	\$11,700	\$27,500	\$10,700	\$20,000
Materials & Supplies	\$22,520	\$0	\$21,520	\$0
Internal Services	\$110,698	\$0	\$101,094	\$0
Total GF/non-GF:	<b>\$1,058,551</b>	<b>\$1,342,093</b>	<b>\$1,194,330</b>	<b>\$1,299,842</b>
Program Total:	<b>\$2,400,644</b>		<b>\$2,494,172</b>	
Program FTE	8.30	10.70	9.27	9.43
<b>Program Revenues</b>				
Intergovernmental	\$0	\$1,342,093	\$0	\$1,299,842
Total Revenue:	<b>\$0</b>	<b>\$1,342,093</b>	<b>\$0</b>	<b>\$1,299,842</b>

## Explanation of Revenues

\$181,998 Juvenile Dependency contract, \$1,117,842 TPR contract

## Significant Program Changes

Last year this program was: #15014, District Attorney's Office-Juvenile Court Trial Unit

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### 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 Description

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, 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	1,273	1,450	1,275	1,275
Outcome	cases resolved	1,320	1,365	1,310	1,300
Input	cases reviewed	3,383	3,450	3,400	3,400

### Performance Measure - Description

Cases issued- the number of cases for which a charging document has been created in that 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.

\*includes misdemeanor, VRO and felony cases.

## 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,025,904	\$73,784	\$1,098,012	\$73,427
Contracts	\$15,739	\$0	\$15,239	\$0
Materials & Supplies	\$4,212	\$0	\$3,212	\$0
Internal Services	\$11,990	\$4,966	\$8,094	\$5,323
Total GF/non-GF:	<b>\$1,057,845</b>	<b>\$78,750</b>	<b>\$1,124,557</b>	<b>\$78,750</b>
Program Total:	<b>\$1,136,595</b>		<b>\$1,203,307</b>	
Program FTE	9.40	0.60	9.47	0.53
<b>Program Revenues</b>				
Indirect for dep't Admin	\$3,106	\$0	\$3,796	\$0
Intergovernmental	\$0	\$78,750	\$0	\$78,750
Total Revenue:	<b>\$3,106</b>	<b>\$78,750</b>	<b>\$3,796</b>	<b>\$78,750</b>

## Explanation of Revenues

\$78,750 VAWA grant, \$3796 indirect

## Significant Program Changes

Last year this program was: #15015, District Attorney's Office-Domestic Violence Unit

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### Executive Summary

The Child Abuse Team reviews and processes cases and reports involving child abuse in a domestic setting or by child care providers. Using an integrated team of prosecutors, child specialists, and police investigators, the team reviews, coordinates and investigates cases, then decides how to proceed.

### Program Description

Also known as the Multidisciplinary Child Abuse Team (MDT) this group of Deputy District Attorneys and staff are part of a larger group of dedicated child and health care professionals, law enforcement officers and prosecutors. They review and investigate all reported cases of child abuse or child mistreatment in the county and all fatalities which involve a child under the age of 18 years and where abuse is suspected.

Located at the Gateway Children's Center campus, this program prosecutes some of the most troubling and serious crimes every year and handles the corresponding child abuse and neglect proceeding in Juvenile Court. Each team member and those conducting child abuse investigations and interviews of child abuse victims are trained in risk assessment, dynamics of child abuse, child sexual abuse and rape of children and legally sound and age appropriate interview and investigatory techniques.

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.

The program keeps children safe by removing them from dangerous and abusive home or day care situations when necessary and working with families to address the issues which brought the child to the attention of authorities in the first place.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	number of dependency cases	57	68	60	60
Outcome	number of children protected	82	113	85	85
Output	felony cases issued	61	60	61	62
Input	felony cases reviewed	221	187	225	225

### Performance Measure - Description

Output- the number of new dependency cases opened or reopened.

Outcome- the number of children protected on dependency cases.

Felony cases issued- number cases with a charging instrument.

Felony cases reviewed- total number of cases submitted for review.

**Legal/Contractual Obligation**

ORS 418.747 Interagency teams for investigation; duties; training; method of investigation; fatality review process. (1) The district attorney in each county shall be responsible for developing interagency and multidisciplinary teams to consist of but not be limited to law enforcement personnel, Department of Human Services child protective service workers, school officials, county health department personnel, child abuse intervention center workers, if available, and juvenile department representatives, as well as others specially trained in child abuse, child sexual abuse and rape of children investigation.

**Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$781,840	\$154,472	\$681,436	\$162,238
Contracts	\$22,060	\$533,104	\$21,560	\$549,180
Materials & Supplies	\$8,039	\$84,961	\$8,039	\$13,518
Internal Services	\$63,080	\$38,751	\$62,739	\$36,247
Total GF/non-GF:	<b>\$875,019</b>	<b>\$811,288</b>	<b>\$773,774</b>	<b>\$761,183</b>
Program Total:	<b>\$1,686,307</b>		<b>\$1,534,957</b>	
Program FTE	5.00	2.00	4.00	2.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$24,241	\$0	\$25,848	\$0
Intergovernmental	\$0	\$811,288	\$0	\$761,183
<b>Total Revenue:</b>	<b>\$24,241</b>	<b>\$811,288</b>	<b>\$25,848</b>	<b>\$761,183</b>

**Explanation of Revenues**

\$761,183 CAMI revenue, \$25,848 indirect

**Significant Program Changes**

**Last year this program was:** #15016, District Attorney's Office-Child Abuse Team-MDT

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### Executive Summary

The Child Abuse Team reviews and processes cases and reports involving child abuse in a domestic setting or by child care providers. Using an integrated team of prosecutors, child specialists, and police investigators, the team reviews, coordinates and investigates cases, then decides how to proceed. This program offer returns DDA staffing levels to current service level.

### Program Description

Also known as the Multidisciplinary Child Abuse Team (MDT) this group of Deputy District Attorneys and staff are part of a larger group of dedicated child and health care professionals, law enforcement officers and prosecutors. They review and investigate all reported cases of child abuse or child mistreatment in the county and all fatalities which involve a child under the age of 18 years and where abuse is suspected.

Located at the Gateway Children's Center campus, this program prosecutes some of the most troubling and serious crimes every year and handles the corresponding child abuse and neglect proceeding in Juvenile Court. Each team member and those conducting child abuse investigations and interviews of child abuse victims are trained in risk assessment, dynamics of child abuse, child sexual abuse and rape of children and legally sound and age appropriate interview and investigatory techniques.

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.

The program keeps children safe by removing them from dangerous and abusive home or day care situations when necessary and working with families to address the issues which brought the child to the attention of authorities in the first place.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Felony cases issued	20	23	15	15
Outcome	the number of children protected	28	38	20	20

### Performance Measure - Description

Outcome- the number of children protected on dependency cases.

Felony cases issued- number cases with a charging instrument.

### Legal/Contractual Obligation

ORS 418.747 Interagency teams for investigation; duties; training; method of investigation; fatality review process. (1) The district attorney in each county shall be responsible for developing interagency and multidisciplinary teams to consist of but not be limited to law enforcement personnel, Department of Human Services child protective service workers, school officials, county health department personnel, child abuse intervention center workers, if available, and juvenile department representatives, as well as others specially trained in child abuse, child sexual abuse and rape of children investigation.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$191,375	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$191,375</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$191,375</b>	
Program FTE	0.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was:

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### Executive Summary

This program holds offenders accountable by providing prosecution services for low level quality of life crimes. The types of cases include driving under the influence of intoxicants (DUI), traffic, theft, prostitution, harassment, trespass and other misdemeanor crimes. The Community Court holds non-violent offenders accountable to the community and connects offenders to needed social service programs.

### Program Description

This program works collaboratively with the State courts and local law enforcement agencies to prosecute all misdemeanor crimes except domestic violence.

The Misdemeanor trial and Intake units attend arraignments, review, issue cases, and prosecute all misdemeanor quality of life crimes in Multnomah County. Attorney's 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 and also in Gresham.

Cases involving non-violent offenders can also now be referred to Community Courts located in downtown and Gresham. These courts not only issue sanctions against offenders but also provide access to needed social services such as alcohol and drug treatment. With over 6000 cases processed each year, holding offenders accountable through the Community Courts represents a cost effective collaboration between the state courts, prosecution and social service providers.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	12,487	13,700	12,450	12,450
Outcome	cased resolved	11,929	14,500	12,000	12,000
Input	cases reviewed	14,973	16,500	14,975	14,975

### Performance Measure - Description

Cases issued- the number of cases for which a charging document has been created in that 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.



## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,177,346	\$0	\$2,231,423	\$0
Contracts	\$45,973	\$0	\$46,123	\$0
Materials & Supplies	\$18,817	\$0	\$19,222	\$0
Internal Services	\$33,800	\$0	\$113,359	\$0
Total GF/non-GF:	<b>\$2,275,936</b>	<b>\$0</b>	<b>\$2,410,127</b>	<b>\$0</b>
Program Total:	<b>\$2,275,936</b>		<b>\$2,410,127</b>	
Program FTE	25.00	0.00	25.50	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was: #15017, DA Office- Misdemeanor Trial, Intake,Community Court

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### Executive Summary

The Neighborhood DA program reviews and issues charging documents on misdemeanor cases, and works with local individual citizens, community groups, neighborhood associations, business associations and law enforcement agencies to identify and develop strategies to combat quality of life crimes.

### Program Description

This is a nationally recognized model program for engaging a variety community, business and law enforcement partners in identifying crime issues and developing strategies within a community to combat quality of life crime in neighborhoods. The Neighborhood prosecutors are strategically located in East, Northeast, West and the Gresham areas. Specialized prosecutors are contracted with Lloyd Business District and Tri-Met to prosecute misdemeanor crimes specific to those entities. In addition the program issues approximately one third of all misdemeanors processed by the office. The program also has one prosecutor assigned to Project Safe Neighborhoods. This project works collaboratively with El Programa Hispano to educate Latino youth and their families about gun crimes and penalties and in developing strategies to reduce gun crimes in neighborhoods and schools. The program works cooperatively with law enforcement agencies and other public safety partners to review and issue charging documents on misdemeanor cases.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	5,004	5,571	5,000	5,000
Outcome	problem solving contacts	39,528	33,000	39,500	39,500
Input	cases reviewed	5,665	6,428	5,665	5,665

### Performance Measure - Description

Cases issued- the number of cases for which a charging instrument has been created in the unit.

Problem solving activities- the number of annual problem solving contacts Neighborhood DA have with citizens, law enforcement, business and neighborhood associations or other special interest organizations.

Cases reviewed-total number of cases submitted to the unit.

## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$554,869	\$488,226	\$647,865	\$531,369
Contracts	\$0	\$6,000	\$0	\$5,000
Materials & Supplies	\$15,150	\$11,763	\$15,475	\$2,000
Internal Services	\$18,591	\$9,445	\$16,010	\$10,531
Total GF/non-GF:	<b>\$588,610</b>	<b>\$515,434</b>	<b>\$679,350</b>	<b>\$548,900</b>
Program Total:	<b>\$1,104,044</b>		<b>\$1,228,250</b>	
Program FTE	4.86	3.64	5.34	2.66
<b>Program Revenues</b>				
Indirect for dep't Admin	\$5,908	\$0	\$7,510	\$0
Intergovernmental	\$0	\$267,188	\$0	\$282,525
Other / Miscellaneous	\$0	\$248,246	\$12,500	\$266,375
<b>Total Revenue:</b>	<b>\$5,908</b>	<b>\$515,434</b>	<b>\$20,010</b>	<b>\$548,900</b>

## Explanation of Revenues

\$191,375 Tri-Met, \$155,789 Project Safe Neighborhood, \$75,000 Lloyd BID, \$126,736 JAG, \$12,500 john school fines, \$7510 indirect

## Significant Program Changes

Last year this program was: #15018, District Attorney's Office- Neighborhood DA

**Lead Agency:** District Attorney

**Program Contact:** Scott Marcy

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

This program offer funds 1 Deputy District Attorney 2 position that has previously been funded by the City of Portland. The Deputy DA assigned to the Prostitution Coordination Team reviews all misdemeanor cases and defendants including their probation requirements, probation violations, detainers, and treatment status.

### Program Description

The NDDA assigned to the Prostitution Coordination Team is assigned to review all misdemeanor cases and defendants including their probation requirements, probation violations, detainers, and treatment status. The Prostitution NDDA oversees the First Offender Program through Community Court. Within this program the NDDA also oversees the Sexual Buyers Accountability and Diversion Program ("John School") where 52 offenders attended and completed the requirements in 2011. Daily the Prostitution NDDA works with PPB officers assigned to the East Precinct Prostitution Coordination team to decrease prostitution activity on the internet and in neighborhoods, especially bordering 82nd Avenue. In addition, the Prostitution NDDA works with PPB Detectives assigned to the Minor Victims of Sex Trafficking unit overseeing all pimp and sex trafficking cases in Multnomah County. At this time there are over 60 investigations involving pimps or sex traffickers the Prostitution NDDA is involved in. The Prostitution NDDA is also cross designated as a Special Assistant United States Attorney and works with other Assistant United States Attorneys prosecuting sex trafficking cases in federal court. The Prostitution NDDA co-chairs the Arrest, Investigation, and Prosecution Work Group and is on the Executive Board for Multnomah Counties CSEC group. The Prostitution NDDA is regularly involved with drafting, testifying and working with Legislatures in Salem regarding Prostitution and Sex Trafficking Laws. Furthermore, the Prostitution NDDA regularly presents to neighborhood organizations, community groups, business organizations, and trains law enforcement personnel.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases issued	973	728	975	975
Outcome	Problem solving contacts	6,885	5,500	6,850	6,850
Input	Prostitution cases reviewed	185	0	185	190

### Performance Measure - Description

Prostitution cases cases reviewed-the number of cases presented to the office for review.

## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$128,019	\$0	\$125,000
Total GF/non-GF:	<b>\$0</b>	<b>\$128,019</b>	<b>\$0</b>	<b>\$125,000</b>
Program Total:	<b>\$128,019</b>		<b>\$125,000</b>	
Program FTE	0.00	1.00	0.00	1.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$128,019	\$0	\$125,000
Total Revenue:	<b>\$0</b>	<b>\$128,019</b>	<b>\$0</b>	<b>\$125,000</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was:

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### Executive Summary

The Victims Assistance Program assists victims of crime with crisis response, advocacy, court preparation and accompaniment, referral to services and assistance with obtaining a restitution order from the court. Advocates provide immediate crisis intervention and response and assists victims in accessing other needed social services and temporary shelter, if necessary. The advocates coordinate with social service agencies and other providers to assure that the victims get the services they need.

### Program Description

The program provides legal information and support for victims throughout the processing of the case and is responsible for ensuring that victims are provided a notice of rights and remedies available (like the rights to be present at court hearings, to be heard, and to restitution, among others). The Victims Assistance Program provides victim advocates who work directly with victims of crime to assist them in advocating for and exercising their rights in the criminal justice system. Advocates provide immediate crisis intervention and response, accompaniment to court hearings, referral to services, assistance with obtaining restitution orders from the court, and information and notice of the case progress through the criminal justice system. The program includes an extensive network of approximately 60 on-call advocate volunteers trained to provide on-site assistance, (generally at the hospital where the victim has been taken following a report) aid and referral to services to victims of sexual assault 24 hours per day, 7 days per week.

The program educates and assists victims in accessing other needed social services and temporary shelter, if necessary. The advocates coordinate with social service agencies and other providers to assure that the victims get the services they need. The program is required by law to educate victims about their rights and the remedies available to them under the law and provides assistance in working with the public safety system.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	number of cases assigned to Victims Advocates	1,944	2,200	1,950	1,950
Outcome	Number of Court Appearances	1,373	1,500	1,375	10,375
Outcome	Number of referrals made	11,221	10,000	11,200	11,200

### Performance Measure - Description

Output- The number of cases which were assigned a Victims Advocate to assist the crime victim.

Outcome- the number of court appearances attended to support the victim.

Outcome- the number of referral services provided to victims.

## Legal/Contractual Obligation

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 constitution rights. ORS 147.227 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$200,378	\$625,201	\$187,751	\$837,776
Contracts	\$1,000	\$0	\$1,000	\$0
Materials & Supplies	\$4,218	\$5,000	\$4,218	\$6,411
Internal Services	\$21,851	\$25,455	\$22,069	\$17,110
Total GF/non-GF:	<b>\$227,447</b>	<b>\$655,656</b>	<b>\$215,038</b>	<b>\$861,297</b>
Program Total:	<b>\$883,103</b>		<b>\$1,076,335</b>	
Program FTE	1.83	7.67	2.61	8.39
<b>Program Revenues</b>				
Indirect for dep't Admin	\$15,923	\$0	\$9,761	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$4,404
Intergovernmental	\$0	\$650,656	\$0	\$854,193
Other / Miscellaneous	\$0	\$5,000	\$0	\$2,700
Total Revenue:	<b>\$15,923</b>	<b>\$655,656</b>	<b>\$9,761</b>	<b>\$861,297</b>

## Explanation of Revenues

\$2700 emergency restitution, \$77,267 DV 1 Stop, \$201,507 Restitution Project grant, \$4404 space rental, \$295,106 Unitary Assessment, \$280,313 VOCA grant

## Significant Program Changes

Last year this program was: #15019A, District Attorney's Office- Victims Assistance

**Lead Agency:** District Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Scott Marcy

### Executive Summary

The Child Support Enforcement program provides parents with minor children with legal assistance in establishing, modifying and collecting child support, medical support and with legally establishing paternity.

### Program Description

The program works cooperatively and collaboratively with all Oregon county jurisdictions, state and federal agencies, with all 50 states and dozens of foreign governments in the establishment and collection of child support and medical coverage. In addition the program works to legally establish paternity when necessary through DNA analysis and legal proceedings. With two locations (downtown, Gresham) the program routinely carries average caseload of approximately 8300 cases and collects approximately \$34 million annually. Every dollar collected through the program is sent out directly to custodial parents for the benefit of the minor child or children. This program benefits over 10,000 children annually in Multnomah County. This program helps provide economic stability for thousands of families and over ten thousand children in Multnomah County.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	cases worked per year	7,427	7,700	7,400	7,250
Outcome	amount of child support collected	31,651,705	34,000,000	31,750,000	32,500,000

### Performance Measure - Description

Cases worked per year- the average number of cases that were assigned to the office during the year.

Amount of Child Support Collected- The total amount of Child Support and past due Child Support collected during the year.



**Legal/Contractual Obligation**

Child Support Enforcement: ORS 25.080 Entity primarily responsible for support enforcement services.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$545,000	\$1,714,507	\$565,000	\$1,689,975
Contracts	\$0	\$10,000	\$0	\$10,000
Materials & Supplies	\$0	\$30,290	\$0	\$34,790
Internal Services	\$0	\$442,043	\$0	\$480,461
Total GF/non-GF:	<b>\$545,000</b>	<b>\$2,196,840</b>	<b>\$565,000</b>	<b>\$2,215,226</b>
Program Total:	<b>\$2,741,840</b>		<b>\$2,780,226</b>	
Program FTE	7.01	19.99	7.40	18.60
<b>Program Revenues</b>				
Indirect for dep't Admin	\$86,656	\$0	\$106,785	\$0
Fees, Permits & Charges	\$0	\$39,862	\$0	\$40,000
Intergovernmental	\$0	\$2,156,978	\$0	\$2,155,225
Other / Miscellaneous	\$0	\$0	\$0	\$20,000
<b>Total Revenue:</b>	<b>\$86,656</b>	<b>\$2,196,840</b>	<b>\$106,785</b>	<b>\$2,215,225</b>

**Explanation of Revenues**

\$321,852 Incentive, \$60,000 fee/fee bwc, \$210,847 state General fund, \$1,622,526 federal match funding, \$106,785 indirect

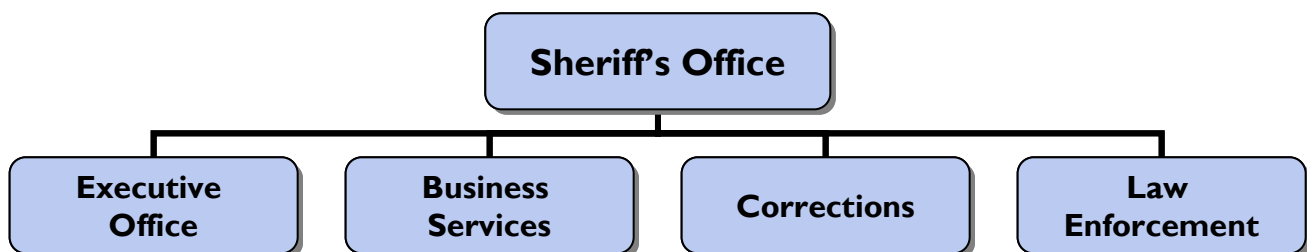
**Significant Program Changes**

**Last year this program was:** #15020, District Attorney's Office- Child Support Enforcement

## 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 in the basement of the Multnomah County Detention Center. 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

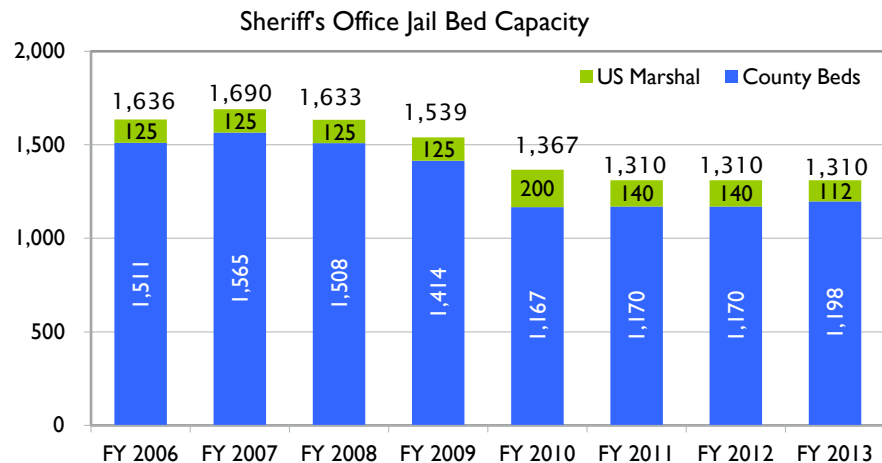
The Sheriff's Office total budget for FY 2013 is \$120 million and 777.65 FTE. General Funds total \$105.7 million or 88% of the budget. A year over year comparison shows the General Fund increased by \$3.9 million or 3.8%. Most of this increase is due to higher personnel costs and a reallocation of internal services between departments.

Other funds account for \$14.3 million or 12%. Other funds decreased by 2.9% or \$432,300 from FY 2012. The decrease is attributable to a reduction in State Department of Corrections SBI 145 funding. This reduction was backfilled by General Funds to maintain jail bed levels.

The budget includes the following one-time-only programs:

60041H MCIJ Dorm 4 - During FY 2012, the Board of Commissioners provided the Sheriff with \$563,000 of General Fund contingency to hire and train corrections deputies to fill a large number of vacancies stemming from recent retirements and lack of hiring over the past 12 years due to a reduction in demand for jail system beds. It is anticipated there will be future overtime cost avoidance from implementing the hiring proposal which will be used to fund Dorm 4 ongoing.

The Sheriff has maintained the budgeted capacity to support 1,310 beds, 112 which are contracted for by the US Marshals Services. Due to decreased demand, the number of USM beds was reduced from 140 to 112 resulting in the General Fund supporting \$1.3 million of jail bed costs.



Budget Trends*					
	FY 2011	FY 2012	FY 2012	FY 2013	
	Actual	Current Estimate	Adopted Budget	Adopted Budget	Difference
Staffing FTE	765.47	777.74	777.74	777.65	(0.09)
Personnel Services	\$92,221,430	\$96,584,590	\$95,768,912	\$97,306,566	\$1,537,654
Contractual Services	1,080,448	1,159,073	1,021,517	978,106	(43,411)
Materials & Supplies	19,454,094	21,033,342	19,655,507	21,284,426	1,628,919
Capital Outlay	377,177	145,398	145,398	505,915	360,517
<b>Total Costs</b>	<b>\$113,133,149</b>	<b>\$118,922,403</b>	<b>\$116,591,334</b>	<b>\$120,075,013</b>	<b>\$3,483,679</b>

\*Does not include cash transfers, contingencies or unappropriated balances.

## Successes and Challenges

### Successes

The Sheriff's Office led a successful countywide program which was completed on time and under budget to replace emergency communications radios.

The Sheriff's Office has taken a leading role in Multnomah County's commitment to sustainability through the Sustainable Jail Project, diverting thousands of pounds of compostable materials away from local landfills and implementing system-wide sustainability practices in purchasing and operations; practices that both reduce jail operational costs and protect the environment.

We are pleased the Grand Jury recognized improvements in overall management made by our agency in the following areas:

- In general, the operations of the Sheriff's county jail system continue to improve relative to issues that have been raised in previous Corrections Grand Jury reports.
- The Sheriff has acted on previous Grand Jury recommendations to eliminate some upper management positions, including four captain positions.
- The creation and utilization of an effective program to combat sick time abuse which continues to save a significant amount of money.
- The successful institution of sustainable living measures which save the agency money on a continual basis and resulted in receiving the Multnomah County Sustainability Award in 2011.
- The provision of mandatory suicide prevention training for all corrections deputies and management personnel.
- The continued improvement in communications with system partners at the regional, state, and national level.
- The noted improvement in the safety of operations at the courthouse.

### Challenges

This year's 1.5% constraint required cuts critical to public safety in the County. These are core services for the Sheriff's Office and will directly impact public safety in our community. Specifically, reductions in Gresham Temporary Holding (60033B), the Child Abuse Team Detective (60083) and in our support programs represent service reductions that are nearly impossible to reproduce with alternative programming.

To address an unprecedented number of corrections deputy vacancies stemming from retirements, the Sheriff's Office, in cooperation with the Budget Office, has developed a proposal (60051) to use one-time-only funding for a hiring push to overtake the retirement trend, right-size our staff to deploy operationally and reduce the overall costs of jail operations by significantly decreasing the use of overtime in jail staffing. These funds have been budgeted in the General Fund contingency and will be appropriated to the Sheriff's Office if needed.

### 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.

### Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
Executive Office	\$3,750,767	\$0	\$3,750,767	22.40
Business Services	12,114,734	15,000	12,129,734	67.00
Corrections Division	70,576,776	9,401,036	79,977,812	527.00
Law Enforcement	<u>19,277,842</u>	<u>4,938,858</u>	<u>24,216,700</u>	<u>161.25</u>
<b>Total Sheriff's Office</b>	<b>\$105,720,119</b>	<b>\$14,354,894</b>	<b>\$120,075,013</b>	<b>777.65</b>

### 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.

### Significant Changes

In support of the County's Span of Control Initiative a Management Assistant position was eliminated from Professional Standards. This reduces the amount of administrative support available for communications with other stakeholders affiliated with the county corrections grand jury; communication and preparation of civil cases by working with the county attorney's office; disseminating directives, best practices and office policies to employees; and preparing for the Oregon State Sheriff's Association Jail Standards Inspections.

The reduction is \$99,704 and 1.00 FTE.

### 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 supports 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.

### Significant Changes

In support of the County's Span of Control Initiative a 1.00 Information Technology Supervisor position was cut from the Criminal Justice Information System Unit. The service reductions will be seen in three key areas; 1) loss of our first line oversight and leadership from our Technology Service Desk (help desk); 2) less responsiveness to customers due to capacity loss in overall maintenance of our Active Directory and Exchange E-mail environments; and 3) the reduction causes a thinning of our overall knowledge of MCSO technology needs and services to support the operational needs of MCSO staff.

This reduction is \$140,628 and 1.00 FTE. There also is an additional \$170,707 reduction in the centralized expenses supply budget in order to meet the departmental General Fund constraint.

### 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 services are providing jail beds to the public safety system as the critical piece for providing offender accountability, and the 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 into our communities by providing job skills, addiction and transitional services and reduced sentences through service on inmate Work Crews.

### Significant Changes

During FY 2012, the Sheriff's Office experienced a mid-year reduction of \$1,094,224 in State SBI 145 revenue which was mostly backfilled by the General Fund. A continued reduced level in State SBI 145 funding is currently planned for the FY 2013 budget year. Revenue assumptions are still uncertain for SBI 145 funding, but it is not anticipated to fall dramatically in the coming budget cycle. Any shortfall directly affects jail system bed funding and would trigger a request for General Fund backfill. Revenue projections are also reduced for US Marshal contract beds for FY 2013, resulting from an anticipated drop in average bed days from 140 to 112.

To meet constraint, reduced Gresham Temporary Holding (60033B) by \$134,106 and 1.30 FTE which represents a direct service reduction that is nearly impossible to reproduce with alternative programming. Support reductions include a 1.00 Corrections Counselor from Inmate Programs (60037), and hours for Facility Security Officers (60035C) were reduced due to reductions in Library funding. There was also an \$234,285 overtime reduction in Corrections Administration (60030) which reduces training hours available for the division.

Summed together, these significant changes for the Corrections Division total \$511,399 and 2.30 FTE.



### 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 services 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.

### Significant Changes

Direct service cuts to meet constraint in the Enforcement Division are a 1.00 deputy position in Civil Process (60064); 0.75 FTE deputy in the Special Investigations Unit due to expiration of grant funding; and the 1.00 Child Abuse team Detective (60083) due to one-time-only funding in FY 2012. Support service reductions were a 1.00 Record Tech in Enforcement Support (60061); and a 1.00 Equipment Property Tech in Property and Laundry (60080).

Summed together the reductions total \$482,176 and 4.75 FTE.

The Enforcement Division did receive new funding for 2.00 FTE Gang Enforcement Detectives from an Oregon Youth Authority grant.

### Sheriff's Office

The following table shows the programs that make up the departments total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Executive Office</b>					
60000	MCSO Executive Office	\$1,572,429	\$0	\$1,572,429	8.00
60003	MCSO Human Resources	1,075,315	0	1,075,315	8.00
60005	MCSO Professional Standards	1,103,023	0	1,103,023	6.40
<b>Business Services</b>					
60010	MCSO Business Services Administration	1,273,509	0	1,273,509	1.00
60012	MCSO Criminal Justice Information Sys.	4,333,919	0	4,333,919	7.00
60013	MCSO Fiscal Unit	754,612	0	754,612	6.00
60014	MCSO Time & Attendance Unit	485,502	0	485,502	5.00
60015	MCSO Planning & Research Unit	670,041	0	670,041	5.00
60021	MCSO Corrections Support	3,499,168	0	3,499,168	37.00
60022	MCSO Training Unit	1,097,983	15,000	1,112,983	6.00
<b>Corrections Division</b>					
60030	MCSO Corrections Division Administration	796,606	0	796,606	2.00
60032	MCSO Transport	2,655,540	0	2,655,540	16.00
60033A	MCSO Booking & Release	7,873,910	0	7,873,910	58.24
60034A	MCSO Court Services - Courthouse	3,552,448	0	3,552,448	23.00
60034B	MCSO Court Services - Justice Center	959,588	0	959,588	7.00
60034C	MCSO Court Services - Juvenile Justice Center	266,872	0	266,872	2.00
60034D	MCSO Turn Self In Program	250,391	0	250,391	2.00
60035A	MCSO Facility Security - Courts	1,148,306	426,051	1,574,357	16.60
60035B	MCSO Facility Security - Jails	1,942,581	0	1,942,581	21.50
60035C	MCSO Facility Security - Library	625,169	0	625,169	7.00
60035D	MCSO Facility Security - Juvenile Justice Center	132,024	0	132,024	2.00
60035E	MCSO Domestic Violence Gateway One Stop	66,012	0	66,012	1.00
60036	MCSO Classification	3,129,793	0	3,129,793	21.00
60037	MCSO Inmate Programs	2,412,881	0	2,412,881	21.00
60038	MCSO CERT/CNT	160,642	0	160,642	0.00
60039	MCSO Corrections Work Crews	1,189,162	844,586	2,033,748	12.00

# Sheriff's Office

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Corrections Division cont.</b>					
60040A	MCSO MCDC Core Jail & 4th Floor	12,714,666	0	12,714,666	64.80
60040B	MCSO MCDC 5th Floor	3,693,479	0	3,693,479	25.48
60040C	MCSO MCDC 6th Floor	1,849,518	0	1,849,518	12.74
60040D	MCSO MCDC 7th Floor	3,251,063	0	3,251,063	23.66
60040E	MCSO MCDC 8th Floor	1,934,441	0	1,934,441	18.20
60041A	MCSO MCJ Dorms 10, 11 & 18	7,589,749	7,459,642	15,049,391	75.20
60041B	MCSO MCJ Dorms 12 & 13	3,018,121	0	3,018,121	20.02
60041C	MCSO MCJ Dorms 14 & 15	1,857,811	0	1,857,811	12.74
60041D	MCSO MCJ Dorms 16 & 17	598,414	0	598,414	3.64
60041E	MCSO MCJ Dorms 6 & 7	2,051,379	0	2,051,379	14.56
60041F	MCSO MCJ Dorms 8 & 9	1,138,921	0	1,138,921	9.10
60041G	MCSO MCJ Dorm 5	1,639,230	0	1,639,230	14.56
60041H	MCSO MCJ Dorm 4	633,302	0	633,302	5.46
60043	MCSO Close Street	1,244,081	0	1,244,081	9.00
60044	MCSO Volunteers	46,075	0	46,075	0.50
60045	MCSO Inmate Welfare	0	518,000	518,000	3.00
60046A	MCSO In-Jail Gang Intelligence Deputy	0	152,757	152,757	1.00
60050	MCSO In-Jail Human Trafficking	154,601	0	154,601	1.00
<b>Enforcement Division</b>					
60060	MCSO Enforcement Division Administration	671,587	250,000	921,587	1.00
60061	MCSO Enforcement Division Support	2,092,453	0	2,092,453	24.00
60063	MCSO Patrol	5,889,398	373,924	6,263,322	37.00
60064	MCSO Civil Process	1,456,627	0	1,456,627	11.00
60065	MCSO River Patrol	1,812,015	1,183,359	2,995,374	15.00
60066A	MCSO Detectives, INTERCEPT, Elder Abuse	1,339,423	24,374	1,363,797	8.00
60066B	MCSO Detective Add Package for Intercept OA2 and Detective Unit Investigative Technician	130,836	0	130,836	2.00
60067A	MCSO Special Investigations Unit	651,777	157,460	809,237	5.25
60068A	MCSO Warrant Strike Team	727,550	0	727,550	5.00
60069	MCSO Alarm Program	0	306,771	306,771	1.50

# Sheriff's Office

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Enforcement Division cont.</b>					
60070	MCSO Concealed Handgun Permits	9,625	291,210	300,835	3.00
60071	MCSO TriMet Transit Police	0	803,078	803,078	6.00
60073	MCSO Human Trafficking Task Force	37,736	122,447	160,183	1.00
60074	MCSO Metro Services	0	408,962	408,962	3.00
60076	MCSO Domestic Violence Enhanced Response Team	72,364	48,244	120,608	1.00
60077	MCSO Corbett Community Resource Deputy	130,678	0	130,678	1.00
60078	MCSO Logistics Unit	1,058,496	0	1,058,496	4.00
60079	MCSO Procurement & Warehouse	964,047	0	964,047	7.77
60080	MCSO Property & Laundry	2,233,230	0	2,233,230	19.00
60081	MCSO Commissary	0	701,338	701,338	3.73
60084	MCSO Gang Enforcement Deputy	<u>0</u>	<u>267,691</u>	<u>267,691</u>	<u>2.00</u>
<b>Total Sheriff's Office</b>		<b>\$105,720,119</b>	<b>\$14,354,894</b>	<b>\$120,075,013</b>	<b>777.65</b>

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**Lead Agency:** Sheriff

**Program Contact:** Sheriff Dan Staton

**Program Offer Type:** Administration

**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 Description

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 personally. Through the Public Information Officer, the community is informed and educated about important issues relating to the Sheriff's Office. An independent review of revenues and expenditures are routinely performed by staff for 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, 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Public Engagements by Executive Staff	0	0	0	52
Outcome	Number of divisions that achieve the majority of their performance measures	4	4	4	4
Outcome	Percent of performance measures met agency wide	90.0%	90.0%	87.0%	90.0%

### Performance Measure - Description

✓ **Measure Changed**

Measures represent a summation of total agency performance measures. MCSO has four divisions/sections: exec office including professional standards, business services, corrections and enforcement.

"Number of voluntary resignations" has been replaced with "Public Engagements of Executive Staff".

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$995,139	\$0	\$1,140,593	\$0
Contracts	\$32,949	\$0	\$33,773	\$0
Materials & Supplies	\$127,020	\$0	\$131,013	\$0
Internal Services	\$268,164	\$0	\$267,050	\$0
Total GF/non-GF:	\$1,423,272	\$0	\$1,572,429	\$0
Program Total:	\$1,423,272		\$1,572,429	
Program FTE	7.00	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

**Lead Agency:** Sheriff

**Program Contact:** Jennifer Ott

**Program Offer Type:** Support

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of leave requests (Admin/LOA/FMLA/OFLA/WC/Military)processed	374	410	411	411
Outcome	Percent of all applicants that are screened within two weeks of the closing day	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$769,699	\$0	\$963,174	\$0
Contracts	\$10,904	\$0	\$11,177	\$0
Materials & Supplies	\$22,347	\$0	\$22,906	\$0
Internal Services	\$77,417	\$0	\$78,058	\$0
Total GF/non-GF:	<b>\$880,367</b>	<b>\$0</b>	<b>\$1,075,315</b>	<b>\$0</b>
Program Total:	<b>\$880,367</b>		<b>\$1,075,315</b>	
Program FTE	7.00	0.00	8.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #60003, MCSO Human Resources

Increase in 1.0 FTE Background Investigator and 1.0 Limited Duration Background Investigator (budgeted under Temporary line).

The purpose of the addition of the two Background Investigators is to assist in the new hire project of corrections deputy positions. Currently, the Sheriff's Office is experiencing a high rate of vacancies. These two Background Investigators have been added in order to gain momentum toward hiring corrections deputy positions to fill both present and future vacancies at a rate that would otherwise quickly outstrip our ability to maintain current operations and current budget levels.

**Lead Agency:** Sheriff

**Program Contact:** Mark Matsushima

**Program Offer Type:** Support

**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 Description

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 (described below). 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 elected official in charge of the agency, ensures that accountability.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total audits of Agency properties and assets and total inquiries	76	80	79	80
Outcome	Number of cases initiated to investigate leave abuse	7	8	2	2
Outcome	Number of cases initiated to investigate conduct related complaints	10	9	12	12

### Performance Measure - Description

✓ **Measure Changed**

"Total inspections and audits of agency properties and assets" includes: individual narcotics case audits, weapons audits, weapons destruction processing, program unit audits, property audits (county owned/seized), and quality control audits. Data counted from audit files.

"Number of cases initiated to investigate leave abuse" and "Number of cases initiated to investigate conduct related complaints" data are from IA databases.

"Total inspections and audits of Agency properties and assets" was changed to "Total audits of Agency properties and assets and inquiries."

The number of cases initiated to investigate leave abuse has decreased due to the effectiveness of the Time Analysis Review Tracking program. Changes in employee behavior have resulted in fewer cases. Leave abuse cases are usually initiated by the Facility or Unit Commanders and Managers.

## 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$965,538	\$0	\$928,886	\$0
Contracts	\$68,168	\$0	\$69,872	\$0
Materials & Supplies	\$25,857	\$0	\$26,505	\$0
Internal Services	\$76,258	\$0	\$77,760	\$0
Total GF/non-GF:	<b>\$1,135,821</b>	<b>\$0</b>	<b>\$1,103,023</b>	<b>\$0</b>
Program Total:	<b>\$1,135,821</b>		<b>\$1,103,023</b>	
Program FTE	7.00	0.00	6.40	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

**Last year this program was:** #60005A, MCSO Professional Standards

Reduced 1.0 FTE Management Asst. Position and restored the .4 FTE County Attorney Liaison position.

**Lead Agency:** Sheriff

**Program Contact:** Drew Brosh

**Program Offer Type:** Administration

**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 offerings that serve citizens in Multnomah County and supports the functions within the Corrections and Law Enforcement Divisions.

### Program Description

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 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Performance Measures Met within Division	90.0%	90.0%	79.0%	90.0%
Outcome	Corrections Deputy Vacancies Filled	0	0	20	20

### Performance Measure - Description

✓ **Measure Changed**

"Number of voluntary resignations" had been replaced with "Corrections Deputy Vacancies Filled."

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 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.

"Percent performance measures met in Division" represents a summation of total Division performance measures. Does not include Business Services Admin.

"Corrections Deputy Vacancies Filled" from Business Services Memorandum January 2012, "OTO Hiring Proposal"

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$359,750	\$0	\$368,225	\$0
Contracts	\$11,902	\$0	\$12,200	\$0
Materials & Supplies	\$815,155	\$0	\$876,439	\$0
Internal Services	\$13,936	\$0	\$16,645	\$0
Total GF/non-GF:	<b>\$1,200,743</b>	<b>\$0</b>	<b>\$1,273,509</b>	<b>\$0</b>
Program Total:	<b>\$1,200,743</b>		<b>\$1,273,509</b>	
Program FTE	1.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$834,790	\$0	\$803,002	\$0
Other / Miscellaneous	\$5,000	\$0	\$5,000	\$0
<b>Total Revenue:</b>	<b>\$839,790</b>	<b>\$0</b>	<b>\$808,002</b>	<b>\$0</b>

**Explanation of Revenues**

Faces of Meth CD/DVD Sales - \$5,000  
Faces of Meth Donations - \$5,000  
Departmental Indirect Revenue - \$798,002

**Significant Program Changes**

Last year this program was: #60010, MCSO Business Services Admin

**Lead Agency:** Sheriff  
**Program Offer Type:** Support  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Andrew Potter

### 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 Description

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 2500 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](http://www.mcso.us). MCSO CJIS is a partner with Multnomah County District Attorney IT, Portland Police IT and Multnomah County Courts IT in RJNet. RJNet is the foundation for a Regional Justice Network, that in the future will allow the partner agencies to share data electronically as an offender moves through the Criminal Justice process.

MCSO CJIS supports over 500 desktop PCs, 100 mobile data connections, 100 network printers, 50 servers and over 2500 users between MCSO staff, volunteers and External Partners needing access to MCSO CJIS Applications and IT Systems.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of work orders completed	0	3,200	3,525	3,500
Outcome	Average time to complete work orders (hours)	0	100	120	120

### Performance Measure - Description

Note: some work orders take several days or weeks to complete, while others are completed within a few minutes. In FY11, work complexity went up and preventative work increased, reducing the number of calls for service. We are now also tracking projects in our helpdesk software, and this is skewing our hours up.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,242,617	\$0	\$998,828	\$0
Contracts	\$25,375	\$0	\$20,000	\$0
Materials & Supplies	\$323,642	\$0	\$337,742	\$0
Internal Services	\$2,279,029	\$0	\$2,977,349	\$0
Total GF/non-GF:	<b>\$3,870,663</b>	<b>\$0</b>	<b>\$4,333,919</b>	<b>\$0</b>
Program Total:	<b>\$3,870,663</b>		<b>\$4,333,919</b>	
Program FTE	9.00	0.00	7.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$2,700	\$0	\$2,700	\$0
<b>Total Revenue:</b>	<b>\$2,700</b>	<b>\$0</b>	<b>\$2,700</b>	<b>\$0</b>

**Explanation of Revenues**

Crime Capture reporting to FBI/City of Gresham/Portland Police Bureau - \$2,700

Amount based on what has been received in years previous.

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #60012, MCSO Criminal Justice Information Systems

In order to meet constraint, 1.0 FTE was reduced in this Program Offer and 1.0 FTE was moved to the Planning and Research Unit (Previously, the Research Analysis Unit).

**Lead Agency:** Sheriff  
**Program Offer Type:** Support  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Wanda Yantis

### Executive Summary

The MCSO Fiscal Unit program provides comprehensive budget and fiscal services to the Multnomah County Sheriff's Office. The Sheriff's Office has approximately 800 employees and a \$120 million agency budget. The Fiscal Unit conducts data entry, analysis, expenditure oversight as well as information reporting to the Sheriff's Office management and staff. The Fiscal Unit works with the Planning and Research Unit and Executive Office in providing information to the public.

### Program Description

The Fiscal Unit performs a core agency function by gathering data, entering, analyzing, and reporting to Command Staff fiscal information 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 and monitoring; fiscal projections; accounts receivable and payable; inmate welfare fund accounting; 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. County financial policies, procedures and internal controls are implemented and maintained by the Fiscal Unit.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of payments over 60 days	3.4%	5.0%	3.1%	5.0%
Outcome	Number of accounts payable payments made	4,649	5,000	4,670	5,000

### Performance Measure - Description

County policy is to have payments made within 30 days of invoice, the data is from SAP on actual payment date vs. 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$662,546	\$0	\$678,498	\$0
Contracts	\$866	\$0	\$888	\$0
Materials & Supplies	\$12,655	\$0	\$12,972	\$0
Internal Services	\$66,311	\$0	\$62,254	\$0
Total GF/non-GF:	<b>\$742,378</b>	<b>\$0</b>	<b>\$754,612</b>	<b>\$0</b>
Program Total:	<b>\$742,378</b>		<b>\$754,612</b>	
Program FTE	6.00	0.00	6.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60013, MCSO Fiscal Unit

**Lead Agency:** Sheriff  
**Program Offer Type:** Support  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Wanda Yantis

### 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 Description

The Time & Attendance Unit's responsibility is to enter and report working and non-working time accurately and in a timely manner for all 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of special checks issued per year	45	45	22	20
Outcome	Total time entry hours approved per year	1,792,067	1,800,000	1,801,284	1,840,000

### Performance Measure - Description

✓ **Measure Changed**

The measure of special checks issued reflects processing outside of the normal payroll process which occurs when time reporting information was changed after check processing, omitted or from an error made in time entry.

The total time entry hours approved is a measure of 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	2012	2012	2013	2013
Personnel	\$412,963	\$0	\$419,447	\$0
Materials & Supplies	\$12,921	\$0	\$13,244	\$0
Internal Services	\$53,502	\$0	\$52,811	\$0
Total GF/non-GF:	\$479,386	\$0	\$485,502	\$0
Program Total:	\$479,386		\$485,502	
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

**Lead Agency:** Sheriff

**Program Contact:** Shea Marshman

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Planning and Research Unit provides research and analysis services to the Sheriff's Office to support policy decisions, budget development, and operational effectiveness. Analysis and reports from this unit meaningfully inform the Sheriff's Office, local public safety partners, and the public.

### Program Description

The Planning and Research Unit supports the data analysis needs of the Sheriff's Office, including 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, on-going 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of quantitative analytics	2,210	3,900	1,852	1,850
Outcome	Number of qualitative analytics	961	1,200	814	800

### Performance Measure - Description

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 Visio charts, PowerPoint presentations, Access databases and other files not produced in Excel or Word.

"Time Analysis Unit: Analysis and Reporting" functions currently reside in P&R. Responsibilities include creating reports on employee time usage. Current year purchased and current year estimates are different due to a reduction in the Time Analysis and Reporting functions of the unit.

Data source: Excel and Word files modified or created between 7/1/2010 and 6/30/2011 and between 7/1/2011 to 12/31/2011 found in U:\RAU\.

P&R added a Development Analyst to the unit. The Development Analyst creates application tools for the agency and does not typically produce analytics.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$541,729	\$0	\$626,604	\$0
Contracts	\$3,788	\$0	\$3,883	\$0
Materials & Supplies	\$1,409	\$0	\$1,444	\$0
Internal Services	\$38,401	\$0	\$38,110	\$0
Total GF/non-GF:	<b>\$585,327</b>	<b>\$0</b>	<b>\$670,041</b>	<b>\$0</b>
Program Total:	<b>\$585,327</b>		<b>\$670,041</b>	
Program FTE	4.00	0.00	5.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes** **Significantly Changed**

**Last year this program was:** #60015, MCSO Resource Analysis Unit  
Moved 1.0 FTE position from the Criminal Justice Information Systems Unit to this Unit.

**Lead Agency:** Sheriff  
**Program Offer Type:** Support  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Joyce Griffin

### 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 has most recently assumed the task of processing 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 Description

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 MCDCC, 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 Immigration and Customs Enforcement, 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of computer bookings	36,557	38,500	35,900	37,000
Outcome	Number of sentence release date calculations	14,965	16,000	13,900	14,500

### Performance Measure - Description

Computer bookings include Standard, In Transit, and Turn Self In bookings.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$3,353,989	\$0	\$3,382,148	\$0
Contracts	\$3,990	\$0	\$4,090	\$0
Materials & Supplies	\$66,771	\$0	\$68,441	\$0
Internal Services	\$37,475	\$0	\$44,489	\$0
Total GF/non-GF:	<b>\$3,462,225</b>	<b>\$0</b>	<b>\$3,499,168</b>	<b>\$0</b>
Program Total:	<b>\$3,462,225</b>		<b>\$3,499,168</b>	
Program FTE	37.00	0.00	37.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$10,000	\$0	\$10,000	\$0
Intergovernmental	\$70,000	\$0	\$100,000	\$0
<b>Total Revenue:</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$110,000</b>	<b>\$0</b>

**Explanation of Revenues**

Social Security Incentive Revenue - \$100,000  
 Report Request Fees - \$10,000

These revenue amounts are based on what has been received in year previous.

**Significant Program Changes**

**Last year this program was:** #60021, MCSO Corrections Support

**Lead Agency:** Sheriff  
**Program Offer Type:** Support  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Harry Smith

### 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 Description

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).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Training sessions held	0	475	526	525
Outcome	Students receiving training	0	3,600	5,720	5,500
Output	Firearm and defensive tool training	0	250	184	250
Outcome	Qualifications, certifications and re-certs to carry firearms/defensive tools	0	1,300	1,917	1,900

### Performance Measure - Description

"Training sessions held" includes in-service training sessions, special classes offered to MCSO members, firearms qualification sessions, ORPAT sessions, and classes hosted by MCSO. "Number of students receiving training" is the number of students served (i.e. a member may receive one training session while another will receive six training sessions for a total of "7" student services). "Number of firearm and defensive tool training sessions held" is the number of training sessions offered in training, qualification, certification, and re-certification in firearms, OC, TASER, baton, and other weapons. "Number of qualifications, certifications, and re-certifications to carry a firearm or defensive tool" reflects each member's certifications each year, which require multiple training sessions. With the implementation of on-line re-certification courses in OC and TASER, the number of re-certs will go up while keeping number of training sessions somewhat flat or reduced year to year.

Data from our internal training database, Skills Manager. At every training or range session that MCSO Training Unit provides, we have the students sign an F-6 (DPSST document to log a student's attendance at a particular class) and an MCSO payroll roster. The data from the F-6 and payroll roster are checked by a OA Sr. to ensure that the roster is correct, and the data for each student in each class is entered into Skills Manager.



## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$799,509	\$0	\$816,047	\$7,465
Materials & Supplies	\$150,761	\$0	\$154,530	\$6,376
Internal Services	\$130,240	\$0	\$127,406	\$1,159
Total GF/non-GF:	<b>\$1,080,510</b>	<b>\$0</b>	<b>\$1,097,983</b>	<b>\$15,000</b>
Program Total:	<b>\$1,080,510</b>		<b>\$1,112,983</b>	
Program FTE	6.00	0.00	6.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$871	\$0
Intergovernmental	\$0	\$0	\$0	\$15,000
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$871</b>	<b>\$15,000</b>

## Explanation of Revenues

\$15,000 - Reimbursement from outside agencies that would use the Training Center to cover costs above and beyond the normal usage expenses that is budgeted.

## Significant Program Changes

Last year this program was: #60022, MCSO Training Unit

**Lead Agency:** Sheriff

**Program Contact:** Michael Shults

**Program Offer Type:** Administration

**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 offerings that support the citizens of Multnomah County by providing expeditious processing of arrestees and direct supervision of pretrial inmates and sentenced offenders.

### Program Description

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 sufficient and properly supervised jail space is available 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent performance measurements met in Division	90.0%	90.0%	90.0%	90.0%
Outcome	Number of voluntary resignations in Division	21	0	22	20

### Performance Measure - Description

"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.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$583,791	\$0	\$366,514	\$0
Contracts	\$293,750	\$0	\$301,094	\$0
Materials & Supplies	\$72,835	\$0	\$74,655	\$0
Internal Services	\$52,202	\$0	\$54,343	\$0
Total GF/non-GF:	<b>\$1,002,578</b>	<b>\$0</b>	<b>\$796,606</b>	<b>\$0</b>
Program Total:	<b>\$1,002,578</b>		<b>\$796,606</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$40,000	\$0	\$42,000	\$0
<b>Total Revenue:</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$42,000</b>	<b>\$0</b>

**Explanation of Revenues**

Inmate Marriage Fee & Restitution from Inmate - \$2,000  
 ADAM Program - \$40,000

These amounts are based on previous years' revenue collections.

**Significant Program Changes**

Last year this program was: #60030, MCSO Corrections Division Admin

**Lead Agency:** Sheriff

**Program Contact:** Raimond Adgers

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of inmates moved	51,358	79,500	51,358	60,000
Outcome	Number of major incidents	10	15	12	12
Outcome	Number of miles traveled	182,205	107,000	182,205	180,000

### Performance Measure - Description

Data from inhouse reports.

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,389,664	\$0	\$2,451,490	\$0
Materials & Supplies	\$31,041	\$0	\$31,818	\$0
Internal Services	\$144,726	\$0	\$166,927	\$0
Capital Outlay	\$5,305	\$0	\$5,305	\$0
Total GF/non-GF:	<b>\$2,570,736</b>	<b>\$0</b>	<b>\$2,655,540</b>	<b>\$0</b>
Program Total:	<b>\$2,570,736</b>		<b>\$2,655,540</b>	
Program FTE	16.00	0.00	16.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$32,000	\$0	\$32,000	\$0
<b>Total Revenue:</b>	<b>\$32,000</b>	<b>\$0</b>	<b>\$32,000</b>	<b>\$0</b>

**Explanation of Revenues**

Interstate Fugitive Shuttle & Transfer State Wards - \$32,000. This is based on previous years' revenue collections.

**Significant Program Changes**

Last year this program was: #60032, MCSO Transport

**Lead Agency:** Sheriff

**Program Contact:** Mary Lindstrand

**Program Offer Type:** Existing Operating

**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.

When persons are arrested and brought to jail, 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.

The Booking Facility has 18 beds that are included in the jail system bed count.

### Program Description

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. 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of standard and in transit bookings processed	34,715	38,000	34,254	34,500
Outcome	Number of releases processed to MCDC	34,832	38,000	34,130	34,500

### Performance Measure - Description

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.

Booking data per Mobius report 703. Release data per Mobius report 695.

## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$7,380,238	\$0	\$7,608,123	\$0
Materials & Supplies	\$259,304	\$0	\$265,787	\$0
Internal Services	\$513	\$0	\$0	\$0
Total GF/non-GF:	<b>\$7,640,055</b>	<b>\$0</b>	<b>\$7,873,910</b>	<b>\$0</b>
Program Total:	<b>\$7,640,055</b>		<b>\$7,873,910</b>	
Program FTE	58.24	0.00	58.24	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was: #60033A, MCSO Booking & Release

**Lead Agency:** Sheriff

**Program Contact:** Raimond Adgers

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of individuals taken into custody	0	3,500	2,345	2,345
Outcome	Number of court proceedings requiring a staff member	0	0	10,376	10,376

### Performance Measure - Description

✓ **Measure Changed**

"Number of individuals taken into custody" represents book and keeps and warrants.

"Number of incidents and emergencies" has been replaced by "Number of court proceedings requiring a staff member."

Data from Courthouse facility stats.



Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$3,126,106	\$0	\$3,207,857	\$0
Contracts	\$2,800	\$0	\$2,870	\$0
Materials & Supplies	\$94,975	\$0	\$98,202	\$0
Internal Services	\$227,721	\$0	\$243,519	\$0
Total GF/non-GF:	\$3,451,602	\$0	\$3,552,448	\$0
Program Total:	\$3,451,602		\$3,552,448	
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

**Lead Agency:** Sheriff

**Program Contact:** Raimond Adgers

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of court proceedings requiring a staff member	0	175	230	230
Outcome	Number of major incidents	0	6	8	8

### Performance Measure - Description

✓ **Measure Changed**

"Number of individuals taken into custody" has been replaced with "Number of court proceedings a staff member." "Major incidents" include use of deadly or significant force, escapes and assaults.

Data from Courthouse facility stats.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$948,697	\$0	\$954,478	\$0
Materials & Supplies	\$4,652	\$0	\$5,110	\$0
Internal Services	\$530	\$0	\$0	\$0
Total GF/non-GF:	\$953,879	\$0	\$959,588	\$0
Program Total:	\$953,879		\$959,588	
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

**Lead Agency:** Sheriff

**Program Contact:** Raimond Adgers

**Program Offer Type:** Existing Operating

**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 pro-actively 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 Description

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 addition 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of persons taken into custody	141	260	170	170
Outcome	Calls for assistance	299	0	360	360

### Performance Measure - Description

✔ **Measure Changed**

Number of persons taken into custody represents the number of "book and keeps" and warrants. "Number of incidents" has been replaced with "Calls for assistance." Calls for assistance are calls for law enforcement deputies to assist in courtrooms, etc.

Data from Courthouse facility stats.

## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$241,708	\$0	\$266,872	\$0
Materials & Supplies	\$1,164	\$0	\$0	\$0
Internal Services	\$258	\$0	\$0	\$0
Total GF/non-GF:	<b>\$243,130</b>	<b>\$0</b>	<b>\$266,872</b>	<b>\$0</b>
Program Total:	<b>\$243,130</b>		<b>\$266,872</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was: #60034C, MCSO Court Services - JJC

**Lead Agency:** Sheriff

**Program Contact:** Raimond Adgers

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Weekend TSIs scheduled	2,884	0	3,100	3,100
Outcome	Percent of Weekend TSIs who show as scheduled	99.0%	0.0%	99.0%	99.0%

### Performance Measure - Description

✓ **Measure Changed**

One individual may serve multiple weekend TSI sentences.

"Weekend TSIs who show as scheduled" has been changed to "Percent of Weekend TSIs who show as scheduled."

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$242,543	\$0	\$250,391	\$0
Total GF/non-GF:	\$242,543	\$0	\$250,391	\$0
Program Total:	\$242,543		\$250,391	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60034D, MCSO Turn Self In Program

**Lead Agency:** Sheriff

**Program Contact:** Elizabeth Daily

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Facility Security Unit (FSU) is the first level of 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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of persons screened for entry	642,435	701,900	650,000	645,000
Outcome	Number of exclusions	6	15	8	10

### Performance Measure - Description

Courts include Courthouse, Juvenile Justice, Gresham Ct, and MCDC.

Data from the FSO statistics database.



**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,091,751	\$391,583	\$1,128,114	\$392,488
Contracts	\$216	\$0	\$221	\$0
Materials & Supplies	\$19,484	\$0	\$19,971	\$657
Internal Services	\$0	\$34,224	\$0	\$32,906
Total GF/non-GF:	<b>\$1,111,451</b>	<b>\$425,807</b>	<b>\$1,148,306</b>	<b>\$426,051</b>
Program Total:	<b>\$1,537,258</b>		<b>\$1,574,357</b>	
Program FTE	11.60	5.00	11.60	5.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$24,356	\$0	\$24,729	\$0
Fees, Permits & Charges	\$17,360	\$425,807	\$11,312	\$426,051
<b>Total Revenue:</b>	<b>\$41,716</b>	<b>\$425,807</b>	<b>\$36,041</b>	<b>\$426,051</b>

**Explanation of Revenues**

Revenue from State of Oregon Courts for FSO Service for Courts - \$426,051. This amount is based on previous years' revenue collection.  
 \$11,312 -Parenting Class Security for 315 hours at \$35.91 avg.

**Significant Program Changes**

Last year this program was: #60035A, MCSO Facility Security - Courts

**Lead Agency:** Sheriff

**Program Contact:** Elizabeth Daily

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Facility Security Officers (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 jail areas. The core functions of the Facility Security Unit are public safety, assistance, security, and referral.

### Program Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number into MCDC and MCIJ	162,161	175,000	150,000	165,000
Outcome	Number of service requests from jail	74,339	82,000	70,000	75,000
Outcome	Number of exclusions from MCDC and MCIJ	4	21	6	10

### Performance Measure - Description

Data from the FSO statistics database.

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,857,101	\$0	\$1,894,436	\$0
Contracts	\$353	\$0	\$363	\$0
Materials & Supplies	\$31,791	\$0	\$32,585	\$0
Internal Services	\$24,621	\$0	\$15,197	\$0
Total GF/non-GF:	<b>\$1,913,866</b>	<b>\$0</b>	<b>\$1,942,581</b>	<b>\$0</b>
Program Total:	<b>\$1,913,866</b>		<b>\$1,942,581</b>	
Program FTE	21.50	0.00	21.50	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was: #60035B, MCSO Facility Security - Jails

**Lead Agency:** Sheriff

**Program Contact:** Elizabeth Daily

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Facility Security Unit (FSU) is 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 Description

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, 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of library patrons	2,836,812	2,525,000	2,760,000	2,800,000
Outcome	FSO calls for enforcement back up	55	28	60	75

### Performance Measure - Description

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.

## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$730,953	\$0	\$624,642	\$0
Internal Services	\$624	\$0	\$527	\$0
Total GF/non-GF:	<b>\$731,577</b>	<b>\$0</b>	<b>\$625,169</b>	<b>\$0</b>
Program Total:	<b>\$731,577</b>		<b>\$625,169</b>	
Program FTE	7.00	0.00	7.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$731,577	\$0	\$625,169	\$0
Total Revenue:	<b>\$731,577</b>	<b>\$0</b>	<b>\$625,169</b>	<b>\$0</b>

## Explanation of Revenues

\$85,286-Midland  
\$305,955-Central  
\$97,470-North Portland  
\$48,735-Gresham  
\$48,735-Holgate  
\$38,988-Hollywood

## Significant Program Changes

**Last year this program was:** #60035C, MCSO Facility Security - Library

Due to reduced library hours open, the anticipated revenue from the library fund has been reduced. Therefore, expenses have been reduced to match anticipated reduced service needs.

**Lead Agency:** Sheriff

**Program Contact:** Elizabeth Daily

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Facility Security Unit (FSU) is 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 Description

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 FS'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. They 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of persons screened	49,196	55,000	49,000	49,500
Outcome	Number of exclusions	0	5	2	4

### Performance Measure - Description

Data from the FSO statistics database.

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$156,683	\$0	\$132,024	\$0
Total GF/non-GF:	<b>\$156,683</b>	<b>\$0</b>	<b>\$132,024</b>	<b>\$0</b>
Program Total:	<b>\$156,683</b>		<b>\$132,024</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was: #60035D, MCSO Facility Security - JJC

**Lead Agency:** Sheriff

**Program Contact:** Elizabeth Daily

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Facility Security Unit (FSU) is 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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of service visits to the Gateway Center	5,495	5,000	8,566	8,566
Outcome	Number of incidents reported	67	55	95	100

### Performance Measure - Description

✓ **Measure Changed**

"Number of persons screened" has been changed to "Number of persons seeking services."

The DV Center did not open to the public until 9/9/2010.

Data from the FSO statistics database and the DV center Director Martha Strawn Morris.



Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$67,248	\$0	\$66,012	\$0
Total GF/non-GF:	\$67,248	\$0	\$66,012	\$0
Program Total:	\$67,248		\$66,012	
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

**Lead Agency:** Sheriff  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Ronald Bishop

### 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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of (rule violation) assaults on inmates agency wide	43	32	43	43
Outcome	Number of (rule violation) assaults on staff agency wide	67	56	58	44
Output	Classification interviews in Reception	15,053	19,458	19,458	19,500
Outcome	Prison Rape Elimination Act (PREA) investigations initiated during interview	107	90	90	90

### Performance Measure - Description

✓ **Measure Changed**

Data based on number of assaults in MDCD and MCIJ and are from the Excel spreadsheet maintained by the Hearings Officers.

Two new performance measures added:  
 Number of Classification interviews at reception  
 Prison Rape Elimination Act (PREA) investigations initiated during the classification interview

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,996,695	\$0	\$3,081,208	\$0
Materials & Supplies	\$29,906	\$0	\$30,654	\$0
Internal Services	\$16,061	\$0	\$17,931	\$0
Total GF/non-GF:	<b>\$3,042,662</b>	<b>\$0</b>	<b>\$3,129,793</b>	<b>\$0</b>
Program Total:	<b>\$3,042,662</b>		<b>\$3,129,793</b>	
Program FTE	21.00	0.00	21.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60036, MCSO Classification

**Lead Agency:** Sheriff

**Program Contact:** Ronald Bishop

**Program Offer Type:** Existing Operating

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of orientations, intakes and assessments	2,200	3,750	3,500	3,000
Outcome	Number of offenders placed into community beds thus freeing up jail beds	460	200	225	250
Outcome	Offenders participating in group programming that decreases offender bookings	9,489	10,000	7,000	7,500
Output	Number of requests (written) for counseling services	0	0	35,000	37,500

### Performance Measure - Description

✓ **Measure Changed**

"Number of offenders participating in education programming (GED and high school diploma)" was changed to "Number of requests (written) for counseling services." Education services were cut at the end of FY10-11.

"Number of orientations, intakes, and assessments" data from Excel spreadsheet with daily data entered by staff following completion of work.

"Number of offenders place into community beds thus freeing up jail beds" data from Access database containing inmate referral and wait list information.

"Offenders participating in group programming that decreases offender bookings" data from inmate group sign-up and participation records and subsequent staff data entry on statistics report forms.

"Number of requests (written) for counseling services" data from count of documents (Service Request Forms) submitted by inmates and subsequent staff data entry on statistics report forms.

## Legal/Contractual Obligation

ORS 169.170 - Assignment of county prisoners to public works; ORS 343.035 - Educational requirements of incarcerated; ORS 336.187 - Educational reporting requirements for incarcerated. Legal Library access Johnson vs. Avery, 1969; Wolff vs. McDonnell, 1974; Bounds vs. Smith, 1977. Court Mandated Sentencing Orders - Requirement from Circuit Court to evaluate and refer to treatment or community placement programs.

Oregon Jail Standards: C02.04.03 - Mental health screening; G01.02.01 - Access to the courts, assisting; G01.02.02 - Access to the courts, communications; G01.02.03 - Access to the courts, while in segregation; G01.04.01 - Access to legal materials, written materials; G01.04.02 - Access to legal materials, law libraries; J03.01.01 - General education programs; J03.02.01 - Passive 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 - Rehabilitation treatment programs; J04.03.01 - Rehabilitation treatment programs, staffing; J04.04.03 - Utilizing community resources for treatment programs; J05.02.04 - Facility work assignments, convicted inmates. \*Oregon Jail Standards offer consistent policy to keep the corrections facilities/County from becoming more open to litigation.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$2,330,558	\$0	\$2,254,077	\$0
Contracts	\$46,514	\$0	\$47,677	\$0
Materials & Supplies	\$84,882	\$0	\$87,004	\$0
Internal Services	\$27,997	\$0	\$24,123	\$0
Total GF/non-GF:	<b>\$2,489,951</b>	<b>\$0</b>	<b>\$2,412,881</b>	<b>\$0</b>
Program Total:	<b>\$2,489,951</b>		<b>\$2,412,881</b>	
Program FTE	22.00	0.00	21.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #60037, MCSO Inmate Programs

In order to meet constraint, 1.0 FTE was reduced from this Program Offer.

**Lead Agency:** Sheriff

**Program Contact:**

Jeffery Wheeler

**Program Offer Type:** Existing Operating

**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.

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.

Protecting and preserving human life is the top priority for the MCSO CERT/CNT.

### Program Description

The MCSO CERT/CNT consists of 1 CERT/CNT Commander, 1 CERT Team Leader, 3 CERT Assistant Team Leaders, 9 CERT members, 1 CNT Team Leaders and 4 CNT members.

CERT is divided into 3 teams of 4 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of CERT/CNT call outs	4	8	6	8
Outcome	Number of training sessions completed for CERT members	12	10	12	12
Outcome	Number of training session completed for CNT members	7	10	12	12

### Performance Measure - Description

Data from Telestaff Reports/AAR (After-Action Reports)/Outlook Calendar Notations.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$107,167	\$0	\$107,167	\$0
Materials & Supplies	\$44,631	\$0	\$45,747	\$0
Internal Services	\$3,533	\$0	\$7,728	\$0
Total GF/non-GF:	<b>\$155,331</b>	<b>\$0</b>	<b>\$160,642</b>	<b>\$0</b>
Program Total:	<b>\$155,331</b>		<b>\$160,642</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was: #60038, MCSO CERT/CNT

**Lead Agency:** Sheriff

**Program Contact:** Shawn Skeels

**Program Offer Type:** Existing Operating

**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 public's needs at a reduced cost to the taxpayers by freeing up jail beds in the form of reduced sentences for participating offenders.

### Program Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Inmate escapes	0	0	0	0
Outcome	Number of contract hours	131,200	125,970	131,200	130,000
Output	Number of community service hours	7,200	6,630	7,200	7,200
Output	Percent of inmates who were recaptured (100% is no escapes)	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

Data from the monthly work crew log.



## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$904,239	\$681,315	\$922,843	\$703,277
Contracts	\$9,724	\$5,120	\$9,967	\$5,120
Materials & Supplies	\$78,058	\$62,678	\$142,959	\$61,730
Internal Services	\$78,172	\$65,473	\$113,393	\$64,459
Capital Outlay	\$0	\$10,000	\$0	\$10,000
Total GF/non-GF:	<b>\$1,070,193</b>	<b>\$824,586</b>	<b>\$1,189,162</b>	<b>\$844,586</b>
Program Total:	<b>\$1,894,779</b>		<b>\$2,033,748</b>	
Program FTE	6.50	5.50	6.50	5.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$46,595	\$0	\$48,440	\$0
Fees, Permits & Charges	\$0	\$214,670	\$0	\$219,150
Intergovernmental	\$0	\$593,916	\$0	\$613,916
Other / Miscellaneous	\$0	\$16,000	\$0	\$11,520
Total Revenue:	<b>\$46,595</b>	<b>\$824,586</b>	<b>\$48,440</b>	<b>\$844,586</b>

## Explanation of Revenues

Various Service Contracts with Governmental Agencies in the amount of \$116,716.

Svc Contracts for ODOT for \$302,840.

Svc Contract for City of Portland for \$194,360.

Charges for W/C Svcs on one-time-only projects for \$4000.

Interest Earned for \$11,520.

Work Crew Services for the Road Fund for \$100,150.

Bridge Maint W/C Svcs for \$20,000.

Facilities Mgmt W/C Svcs for \$95,000.

## Significant Program Changes

Last year this program was: #60039, MCSO Corrections Work Crews

**Lead Agency:** Sheriff

**Program Contact:** Mary Lindstrand

**Program Offer Type:** Existing Operating

**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.

Medical, mental health and dental services at MCDC are provided for 46 male and female pretrial inmates and sentenced offenders in 6 housing areas on the 4th floor of MCDC including the Medical Infirmary, Mental Health Infirmary, Administrative Segregation, and Disciplinary housing and 24 hour emergency response, evaluation and treatment.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCDC total	393	400	406	400
Outcome	Inmate and staff assaults MCDC	71	70	58	60

### Performance Measure - Description

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.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

**Legal/Contractual Obligation**

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**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$8,429,493	\$0	\$9,129,227	\$0
Contracts	\$7,354	\$0	\$7,536	\$0
Materials & Supplies	\$622,312	\$0	\$637,863	\$0
Internal Services	\$2,696,954	\$0	\$2,940,040	\$0
Total GF/non-GF:	<b>\$11,756,113</b>	<b>\$0</b>	<b>\$12,714,666</b>	<b>\$0</b>
Program Total:	<b>\$11,756,113</b>		<b>\$12,714,666</b>	
Program FTE	63.24	0.00	64.80	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #60040A, MCSO MCDC Core Jail & 4th Floor  
 Increase in 1.66 FTE to align with actual operations.  
 Moved 3.64 FTE SWUDs from program offer 60040F to this program offer.

**Lead Agency:** Sheriff

**Program Contact:** Mary Lindstrand

**Program Offer Type:** Existing Operating

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCDC total	393	400	406	400
Outcome	Inmate and staff assaults	71	70	58	60

### Performance Measure - Description

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.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$3,203,943	\$0	\$3,299,437	\$0
Contracts	\$3,677	\$0	\$3,769	\$0
Materials & Supplies	\$311,156	\$0	\$318,935	\$0
Internal Services	\$61,736	\$0	\$71,338	\$0
Total GF/non-GF:	<b>\$3,580,512</b>	<b>\$0</b>	<b>\$3,693,479</b>	<b>\$0</b>
Program Total:	<b>\$3,580,512</b>		<b>\$3,693,479</b>	
Program FTE	25.48	0.00	25.48	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60040B, MCSO MCDC 5th Floor

**Lead Agency:** Sheriff

**Program Contact:** Mary Lindstrand

**Program Offer Type:** Existing Operating

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCDC total	393	400	406	400
Outcome	Inmate and staff assaults MCDC	71	70	58	60

### Performance Measure - Description

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.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,602,499	\$0	\$1,652,494	\$0
Contracts	\$1,838	\$0	\$1,885	\$0
Materials & Supplies	\$155,578	\$0	\$159,469	\$0
Internal Services	\$30,868	\$0	\$35,670	\$0
Total GF/non-GF:	<b>\$1,790,783</b>	<b>\$0</b>	<b>\$1,849,518</b>	<b>\$0</b>
Program Total:	<b>\$1,790,783</b>		<b>\$1,849,518</b>	
Program FTE	12.74	0.00	12.74	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60040C, MCSO MCDC 6th Floor

**Lead Agency:** Sheriff

**Program Contact:** Mary Lindstrand

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCDC total	393	400	406	400
Outcome	Inmate and staff assaults MCDC	71	70	58	60

### Performance Measure - Description

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.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.



**Legal/Contractual Obligation**

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	2012	2012	2013	2013
Personnel	\$2,939,439	\$0	\$3,054,039	\$0
Contracts	\$1,838	\$0	\$1,885	\$0
Materials & Supplies	\$155,578	\$0	\$159,469	\$0
Internal Services	\$34,745	\$0	\$35,670	\$0
Total GF/non-GF:	\$3,131,600	\$0	\$3,251,063	\$0
Program Total:	\$3,131,600		\$3,251,063	
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

**Lead Agency:** Sheriff

**Program Contact:** Mary Lindstrand

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCDC total	393	400	406	400
Outcome	Inmate and staff assaults MCDC	71	70	58	60

### Performance Measure - Description

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.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

**Legal/Contractual Obligation**

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	2012	2012	2013	2013
Personnel	\$1,977,950	\$0	\$1,934,441	\$0
Total GF/non-GF:	\$1,977,950	\$0	\$1,934,441	\$0
Program Total:	\$1,977,950		\$1,934,441	
Program FTE	18.20	0.00	18.20	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

**Lead Agency:** Sheriff

**Program Contact:** Linda Yankee

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer is for the operation of 166 beds at MCIJ. This is the first 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.

Offer A is the base offer and includes 166 beds. MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

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.

### Program Description

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.

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCIJ total	791	0	796	795
Outcome	Number of inmate and staff assaults MCIJ	22	18	22	20

### Performance Measure - Description

✓ **Measure Changed**

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.

"Operation at 95% of capacity to ensure optimum use of beds thru system" has been changed to "Average daily inmate population MCIJ total."

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

## Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,958,357	\$7,823,320	\$3,384,632	\$6,860,826
Contracts	\$3,094	\$3,500	\$3,171	\$3,500
Materials & Supplies	\$1,045,591	\$40,835	\$1,028,052	\$17,428
Internal Services	\$2,886,145	\$674,799	\$3,132,932	\$577,888
Capital Outlay	\$10,962	\$0	\$40,962	\$0
Total GF/non-GF:	<b>\$5,904,149</b>	<b>\$8,542,454</b>	<b>\$7,589,749</b>	<b>\$7,459,642</b>
Program Total:	<b>\$14,446,603</b>		<b>\$15,049,391</b>	
Program FTE	13.40	59.80	22.20	53.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$480,234	\$0	\$424,448	\$0
Intergovernmental	\$6,584,597	\$8,542,454	\$5,473,678	\$7,459,642
Total Revenue:	<b>\$7,064,831</b>	<b>\$8,542,454</b>	<b>\$5,898,126</b>	<b>\$7,459,642</b>

## Explanation of Revenues

US Marshal Beds (112 Beds X \$128.27 Bed Day X 365 Days) - \$5,243,678  
Federal Bureau of Prisons for BOP Halfway House Failures - \$30,000  
Measure 73 State Funding - \$200,000  
SB1145 State Funding - \$6,905,776  
CJC ARRA M57 Grant Funding for 1.0 FTE Corr Deputy - \$146,843  
DOC AARA M57 Grant Funding for 3.0 FTE Corr Deputies - \$407,023

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #60041A, MCSO MCIJ Dorms 10, 11, and 18

Due to a mid-year State Rebalance, in FY 2012, the Sheriff's Office's SB1145 State Funding was reduced by \$1,094,224. All but \$200,000 of this reduced revenue was back-filled with County's General Fund Contingency. The \$200,000 was reduced in the Overtime, Salary-Related and Insurance budgets. This rebalancing exercise also moved 6.5 FTE Corrections Deputies from the Federal/State Fund, to the General Fund.

Also, increased 2.0 FTE to align with actual operations.

**Lead Agency:** Sheriff

**Program Contact:** Linda Yankee

**Program Offer Type:** Existing Operating

**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. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing, including a 10 bed infirmary for acute medical care. Medical response to emergencies is provided on a 24/7 basis.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCIJ total	791	0	796	795
Outcome	Number of inmate and staff assaults MCIJ	22	18	22	20

### Performance Measure - Description

✓ **Measure Changed**

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.

"Operation at 95% of capacity to ensure optimum use of beds thru system" has been changed to "Average daily inmate population MCIJ total."

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

## Legal/Contractual Obligation

In accordance with state statute the Sheriff is required to maintain local detention facility(s). Oregon statutes 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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,769,697	\$0	\$2,848,474	\$0
Contracts	\$5,433	\$0	\$5,569	\$0
Materials & Supplies	\$103,150	\$0	\$108,045	\$0
Internal Services	\$56,679	\$0	\$56,033	\$0
Total GF/non-GF:	<b>\$2,934,959</b>	<b>\$0</b>	<b>\$3,018,121</b>	<b>\$0</b>
Program Total:	<b>\$2,934,959</b>		<b>\$3,018,121</b>	
Program FTE	20.02	0.00	20.02	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last year this program was: #60041B, MCSO MCIJ Dorms 12 & 13

**Lead Agency:** Sheriff

**Program Contact:** Linda Yankee

**Program Offer Type:** Existing Operating

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCIJ total	791	0	796	795
Outcome	Number of inmate and staff assaults MCIJ	22	18	22	20

### Performance Measure - Description

✓ **Measure Changed**

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.

"Operation at 95% of capacity to ensure optimum use of beds thru system" has been changed to "Average daily inmate population MCIJ total."

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.



### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,676,594	\$0	\$1,722,415	\$0
Contracts	\$3,457	\$0	\$3,543	\$0
Materials & Supplies	\$97,334	\$0	\$101,243	\$0
Internal Services	\$30,962	\$0	\$30,610	\$0
Total GF/non-GF:	<b>\$1,808,347</b>	<b>\$0</b>	<b>\$1,857,811</b>	<b>\$0</b>
Program Total:	<b>\$1,808,347</b>		<b>\$1,857,811</b>	
Program FTE	12.74	0.00	12.74	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60041C, MCSO MCIJ Dorms 14 & 15

**Lead Agency:** Sheriff

**Program Contact:** Linda Yankee

**Program Offer Type:** Existing Operating

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCIJ total	791	0	796	795
Outcome	Number of inmate and staff assaults MCIJ	22	18	22	20

### Performance Measure - Description

✓ **Measure Changed**

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.

"Operation at 95% of capacity to ensure optimum use of beds thru system" has been changed to "Average daily inmate population MCIJ total."

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$479,026	\$0	\$492,119	\$0
Contracts	\$988	\$0	\$1,013	\$0
Materials & Supplies	\$93,771	\$0	\$96,536	\$0
Internal Services	\$8,846	\$0	\$8,746	\$0
Total GF/non-GF:	<b>\$582,631</b>	<b>\$0</b>	<b>\$598,414</b>	<b>\$0</b>
Program Total:	<b>\$582,631</b>		<b>\$598,414</b>	
Program FTE	3.64	0.00	3.64	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60041D, MCSO MCIJ Dorms 16 & 17

**Lead Agency:** Sheriff

**Program Contact:** Linda Yankee

**Program Offer Type:** Existing Operating

**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. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. Medical response to emergencies is provided on a 24/7 basis.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCIJ total	791	0	796	795
Outcome	Number of inmate and staff assaults MCIJ	22	18	22	20

### Performance Measure - Description

✓ **Measure Changed**

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.

"Operation at 95% of capacity to ensure optimum use of beds thru system" has been changed to "Average daily inmate population MCIJ total."

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,916,110	\$0	\$1,910,162	\$0
Contracts	\$3,951	\$0	\$4,050	\$0
Materials & Supplies	\$98,047	\$0	\$102,184	\$0
Internal Services	\$35,385	\$0	\$34,983	\$0
Total GF/non-GF:	<b>\$2,053,493</b>	<b>\$0</b>	<b>\$2,051,379</b>	<b>\$0</b>
Program Total:	<b>\$2,053,493</b>		<b>\$2,051,379</b>	
Program FTE	14.56	0.00	14.56	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60041E, MCSO MCIJ Dorms 6 & 7

**Lead Agency:** Sheriff

**Program Contact:** Linda Yankee

**Program Offer Type:** Existing Operating

**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. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. Medical response to emergencies is provided on a 24/7 basis.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCIJ total	791	0	796	795
Outcome	Number of inmate and staff assaults MCIJ	22	18	22	20

### Performance Measure - Description

✓ **Measure Changed**

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.

"Operation at 95% of capacity to ensure optimum use of beds thru system" has been changed to "Average daily inmate population MCIJ total."

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,197,568	\$0	\$1,015,165	\$0
Contracts	\$2,470	\$0	\$2,532	\$0
Materials & Supplies	\$95,909	\$0	\$99,360	\$0
Internal Services	\$22,115	\$0	\$21,864	\$0
Total GF/non-GF:	<b>\$1,318,062</b>	<b>\$0</b>	<b>\$1,138,921</b>	<b>\$0</b>
Program Total:	<b>\$1,318,062</b>		<b>\$1,138,921</b>	
Program FTE	9.10	0.00	9.10	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60041F, MCSO MCIJ Dorms 8 & 9

**Lead Agency:** Sheriff

**Program Contact:** Linda Yankee

**Program Offer Type:** Existing Operating

**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. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. Medical response to emergencies is provided on a 24/7 basis.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCIJ total	791	0	796	795
Outcome	Number of inmate and staff assaults MCIJ	22	18	22	20

### Performance Measure - Description

✓ **Measure Changed**

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.

"Operation at 95% of capacity to ensure optimum use of beds thru system" has been changed to "Average daily inmate population MCIJ total."

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.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.



### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,688,092	\$0	\$1,551,035	\$0
Contracts	\$3,951	\$0	\$4,050	\$0
Materials & Supplies	\$51,874	\$0	\$54,856	\$0
Internal Services	\$29,626	\$0	\$29,289	\$0
Total GF/non-GF:	<b>\$1,773,543</b>	<b>\$0</b>	<b>\$1,639,230</b>	<b>\$0</b>
Program Total:	<b>\$1,773,543</b>		<b>\$1,639,230</b>	
Program FTE	14.56	0.00	14.56	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: #60041G, MCSO MCIJ Dorm 5

**Lead Agency:** Sheriff

**Program Contact:** Linda Yankee

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### 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. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. Medical response to emergencies is provided on a 24/7 basis.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average daily inmate population MCIJ total	791	0	796	795
Outcome	Number of inmate and staff assaults MCIJ	22	18	22	20

### Performance Measure - Description

✓ **Measure Changed**

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 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.

"Operation at 95% of capacity to ensure optimum use of beds thru system" has been changed to "Average daily inmate population MCIJ total."

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

### Legal/Contractual Obligation

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$601,887	\$0	\$581,635	\$0
Contracts	\$1,482	\$0	\$1,519	\$0
Materials & Supplies	\$48,312	\$0	\$50,148	\$0
Internal Services	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$651,681</b>	<b>\$0</b>	<b>\$633,302</b>	<b>\$0</b>
Program Total:	<b>\$651,681</b>		<b>\$633,302</b>	
Program FTE	5.46	0.00	5.46	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041H, MCSO MCIJ Dorm 4

**Lead Agency:** Sheriff

**Program Contact:** Ronald Bishop

**Program Offer Type:** Existing Operating

**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 Description

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%\*\*.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average number of supervised people per month***	150	150	150	150
Outcome	Percent of population appearing for all court dates during supervision	97.0%	97.0%	97.0%	97.0%
Outcome	Percent of population arrested for new crimes during supervision	1.0%	1.0%	1.0%	1.0%

### Performance Measure - Description

✓ **Measure Changed**

\*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

"Percent of population appearing for all court dates" and "Percent of population arrested for new crimes" are both new measures.

Performance measure data from the Caseload Explorer database.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,113,469	\$0	\$1,144,152	\$0
Contracts	\$36,840	\$0	\$37,761	\$0
Materials & Supplies	\$29,447	\$0	\$30,184	\$0
Internal Services	\$38,381	\$0	\$31,984	\$0
Total GF/non-GF:	<b>\$1,218,137</b>	<b>\$0</b>	<b>\$1,244,081</b>	<b>\$0</b>
Program Total:	<b>\$1,218,137</b>		<b>\$1,244,081</b>	
Program FTE	9.00	0.00	9.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was: #60043, MCSO Close Street

**Lead Agency:** Sheriff

**Program Contact:** Ronald Bishop

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Volunteer Services program enables the Multnomah County Sheriff's Office to achieve its organizational mission of providing quality cost effective prevention, intervention, and detention services to the community. The nearly 250 volunteers, interns, and community partners overseen by this unit share their time and expertise to enhance services in both our community and for the inmates under the supervision of the Sheriff. [Note: Search and Rescue, Reserve Deputies, and Jail Chaplain Volunteers are not part of this Program.] Through their involvement, volunteers support and enhance the MCSO operations in all three agency Divisions Law Enforcement, Corrections and Business Services and become involved citizens gaining an in-depth understanding of the criminal justice system and its unique challenges. Additionally, the development and support of placements benefits agency recruiting and hiring efforts for future employment needs.

### Program Description

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. Additional ongoing review is necessary to ensure compliance with agency and county policies and procedures and to ensure the safety and security of operations. By carefully monitoring the agency's needs, Volunteer Services moves quickly to find professionals willing to share their time and expertise with the Sheriff's Office. 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, Cold Case Team detectives, Citizen Patrol in the Gorge, Human Trafficking, Enforcement Records and Support Records, research and analysis, clerical and data entry, interpreting and translation support, and fiscal, IT, and logistics services.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of service hours contributed by MCSO volunteers, interns & community partners	11,851	7,024	7,935	8,000
Outcome	Dollar value savings resulting from contributions of volunteer time	269,153	248,153	299,350	299,350
Output	Number of applicant inquiries and pre-screening reviews	220	198	400	400
Outcome	Number of MCSO work units supported by volunteers, interns, community partners	16	20	15	15

### Performance Measure - Description

Notes: 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 (determined by the Bureau of Labor Statistics). Fringe benefits are estimated at 12%.

In 2011, nearly 250 volunteers contributed 11,850 hours valued at \$248,153 and supported 16 MCSO Units at five agency locations.

Performance measurement data was drawn from Volgistics (web-based volunteer management system) beginning July 2011. Prior to this date, data was stored in an Access database which is no longer able to produce reports. Data reported for the months of Jan-June 2011 were based on previous years' data and averages.

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$52,763	\$0	\$41,972	\$0
Materials & Supplies	\$4,003	\$0	\$4,103	\$0
Internal Services	\$43	\$0	\$0	\$0
Total GF/non-GF:	<b>\$56,809</b>	<b>\$0</b>	<b>\$46,075</b>	<b>\$0</b>
Program Total:	<b>\$56,809</b>		<b>\$46,075</b>	
Program FTE	0.50	0.00	0.50	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was: #60044, MCSO Volunteers

**Lead Agency:** Sheriff

**Program Contact:** Ronald Bishop

**Program Offer Type:** Existing Operating

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of offenders participating in Law Library	3,960	0	5,560	4,750
Outcome	Number of hours of Law Library access provided to the participants	6,020	0	6,920	6,450
Output	Number of Inmate Calls	195,750	0	188,448	190,000
Outcome	Amount of Phone Revenue	479,863	0	482,585	480,000

### Performance Measure - Description

"Number of offenders participating in Law Library" data from daily Law Library Move Lists returned by Corrections Deputies documenting attendance or reason for non-attendance and subsequently entered by Law Library Counselor in an Excel spreadsheet.

"Number of hours of Law Library access provided to the participants" data from facility Law Library Schedules and daily Law Library Move Lists (Total possible sessions minus sessions not conducted) with result multiplied by 2 (each session = 2 hours) then entered by Law Library Counselor on an Excel spreadsheet.



**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$279,367	\$0	\$278,710
Contracts	\$0	\$77,464	\$0	\$42,464
Materials & Supplies	\$0	\$44,532	\$0	\$93,979
Internal Services	\$0	\$130,652	\$0	\$102,847
Total GF/non-GF:	<b>\$0</b>	<b>\$532,015</b>	<b>\$0</b>	<b>\$518,000</b>
Program Total:	<b>\$532,015</b>		<b>\$518,000</b>	
Program FTE	0.00	3.00	0.00	3.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$30,432	\$0	\$30,066	\$0
Fees, Permits & Charges	\$0	\$512,015	\$0	\$498,000
Other / Miscellaneous	\$0	\$20,000	\$0	\$20,000
<b>Total Revenue:</b>	<b>\$30,432</b>	<b>\$532,015</b>	<b>\$30,066</b>	<b>\$518,000</b>

**Explanation of Revenues**

Charges for Services - Revenue includes Hygiene Kits, Copies, Records Req, Hearings Fees, Disc. Fines, Statement Requests, Grievance Fees, Food Handlers Cert Fee. - \$18,000

T-Netix Inmate Phone Commission - \$480,000

Interest Earned - \$10,000

Disciplinary Fines - \$10,000

These amounts are based on previous years' revenue collections.

**Significant Program Changes**

Last year this program was: #60045, MCSO Inmate Welfare

**Lead Agency:** Sheriff

**Program Contact:** Ronald Bishop

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The MCSO In-Jail Gang Intelligence Deputy organizes intelligence and investigative information regarding known and suspected gang members and associates in custody, and acts as a liaison to division members and other outside agencies in the collection, analysis and distribution of new and updated information. This deputy is part of several regional/multi-agency organizations, including the Metropolitan Gang Enforcement Team (MGET) and the Willamette Valley Corrections STG/Gang Information Sharing Network.

### Program Description

Gang members frequently cycle through the jail system, and more importantly, while in custody, communicate with other gang members via phone and mail both in custody (DOC, other local jails) and out. This provides a vast resource of information on gang member identities and activities. The Corrections Deputy assigned to Gang Intelligence gathers intentional intelligence on the population of known and suspected gang members and associates booked and housed at Multnomah County jails.

Information from this intelligence gathering is shared across the region with several multi-agency work groups. These efforts support gang prevention, enforcement, and criminal apprehension.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Inmate Interviews/Research, Investigation & Documentation*	417	160	160	160
Outcome	New Designated Gang Members*	534	80	80	80
Outcome	Gang Member Re-designations*	347	0	40	40
Output	Gang Intelligence Meetings Attended	35	35	35	35

### Performance Measure - Description

✓ **Measure Changed**

Gang Member Re-designations is a new performance measure.

\* Numbers appear elevated due to population of new Intelligence Module of the Corrections Inmate Management System (CIMS) during this time frame. Additionally, a portion of the workload is currently handled by a second deputy funded by a federal JAG grant which will be expiring June 2012.

Data from CIMS along with the monthly report submitted by the STG Deputy.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$125,195
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$15,764
Internal Services	\$0	\$0	\$0	\$11,798
Capital Outlay	\$0	\$0	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$152,757</b>
Program Total:	<b>\$0</b>		<b>\$152,757</b>	
Program FTE	0.00	0.00	0.00	1.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$8,867	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$152,757
Other / Miscellaneous	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,867</b>	<b>\$152,757</b>

**Explanation of Revenues**

2nd year of a 2 year JAG-City of Portland grant funding this position up to \$88,188. This pays for .65 FTE of this position. In FY 12, The balance of this position was paid for by remaining ARRA grant funding. In May 2012, The Sheriff's Office was notified that the remaining .35 FTE of this position will be paid for by additional funding from the JAG-City of Portland (FY12)Grant in the amount of \$64,569.

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #60046, MCSO In-Jail Gang Intelligence Deputy

Due to the late timing of the grant award, this was not part of the Fiscal Year 2012 Adopted Budget. The grant was recognized during a 2012 mid-year budget modification.

**Lead Agency:** Sheriff

**Program Contact:** Ned Walls

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This offer purchases continued funding of a Corrections Sergeant to establish 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 Description

A trend has been identified among the jail population whereby at-risk inmates are being used as a commodity by being identified and passed 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 would share names and information with the Oregon Human Trafficking Task Force regarding intelligence gathered on potential perpetrators, establish a data-base module for tracking and information dissemination and develop 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	In Custody Victims Identified	41	82	58	50
Outcome	Juvenile Victims Identified	6	12	8	10
Outcome	Involved Cases Prosecuted	14	28	10	12
Outcome	Involved Cases Pending Prosecution	10	20	55	25

### Performance Measure - Description

In Jail Human Trafficking has seen a huge increase in involved cases. There are more units finding Human Trafficking in their cases, D/V cases, Gang cases, and a large amount of P/V sanctions. MCSO has been involved with training other law enforcement agencies on how to identify Human Trafficking in jail and how this information can help them with their case.

Currently, data compiled in an Excel database. MCSO has moved forward on the development of a database which should be on line in the next month. This should greatly improve information tracking.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$149,918	\$0	\$154,601	\$0
Total GF/non-GF:	\$149,918	\$0	\$154,601	\$0
Program Total:	\$149,918		\$154,601	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60050, MCSO In-Jail Human Trafficking

**Lead Agency:** Sheriff

**Program Contact:** Jason Gates

**Program Offer Type:** Administration

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent performance measurements met in Division	86.0%	90.0%	90.0%	90.0%
Outcome	Number of voluntary resignations	8	0	10	10

### Performance Measure - Description

"Percent performance measures met in Division" represents a summation of total Division performance measures. Does not include Enforcement Admin.

"Number of voluntary resignations" come from Human Resources.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$554,752	\$0	\$234,577	\$0
Contracts	\$77,243	\$0	\$79,174	\$0
Materials & Supplies	\$109,931	\$229,906	\$112,680	\$230,218
Internal Services	\$183,733	\$20,094	\$245,156	\$19,782
Total GF/non-GF:	<b>\$925,659</b>	<b>\$250,000</b>	<b>\$671,587</b>	<b>\$250,000</b>
Program Total:	<b>\$1,175,659</b>		<b>\$921,587</b>	
Program FTE	3.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$14,300	\$0	\$14,510	\$0
Intergovernmental	\$0	\$250,000	\$0	\$250,000
<b>Total Revenue:</b>	<b>\$14,300</b>	<b>\$250,000</b>	<b>\$14,510</b>	<b>\$250,000</b>

**Explanation of Revenues**

Teletax Revenue to be used for Communications Costs - \$250,000

**Significant Program Changes**

✔ Significantly Changed

**Last year this program was:** #60060, MCSO Enforcement Division Admin  
 Moved 1.0 FTE from this program offer to program offer 60063 MCSO Patrol.  
 Moved 1.0 FTE from this program offer to program offer 60066A MCSO Detectives.

**Lead Agency:** Sheriff  
**Program Offer Type:** Support  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Becky Child

### 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 Description

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 at times the first contact the public, other agencies, and personnel have with the Sheriff's Office and therefore is tasked with 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of warrants received and entered	14,344	15,000	16,414	15,000
Outcome	Number of protective orders received and entered	2,478	2,500	2,116	2,500
Output	Number of law enforcement records entered	8,332	8,500	8,616	8,500
Output	Number of LEDS/NCIC records validated (PO, Warrants, Others)	24,868	23,000	17,904	23,000

### Performance Measure - Description

Performance measures for the Enforcement Support Unit are generated from monthly reports which are compiled from daily tally sheets. The Warrants entered performance measure is verified by a SWIS report. The report numbers issued performance measure is generated out of PPDS.



**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,084,733	\$0	\$2,001,040	\$0
Contracts	\$12,581	\$0	\$12,896	\$0
Materials & Supplies	\$49,123	\$0	\$50,354	\$0
Internal Services	\$29,545	\$0	\$28,163	\$0
Total GF/non-GF:	<b>\$2,175,982</b>	<b>\$0</b>	<b>\$2,092,453</b>	<b>\$0</b>
Program Total:	<b>\$2,175,982</b>		<b>\$2,092,453</b>	
Program FTE	25.00	0.00	24.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$40,000	\$0	\$40,000	\$0
<b>Total Revenue:</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>

**Explanation of Revenues**

Tow Fees - \$30,000  
 Report Request Fees - \$9,000  
 Report Here Fees - \$1,000

These amounts are based on what was received in year previous.

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #60061, MCSO Enforcement Division Support  
 For FY 2013, in order to meet constraint, 1.0 FTE was reduced in this Program Offer.

**Lead Agency:** Sheriff  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Monte Reiser

### 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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Calls for service	67,654	80,000	50,084	50,100
Outcome	Number of arrests generated from calls for service	2,811	3,000	2,662	2,800
Outcome	Average response time (minutes)	15	15	15	15

### Performance Measure - Description

Calls for service includes self initiated and dispatched incidents. Response time is for dispatched calls only. Data from BOEC.

Patrol calls for service increased starting in FY09-10 due to the policy change of logging "extra patrol" (which includes patrol in contract cities) as a self initiated call.

The VCAD system was implemented in April 2011. This system changed how "extra patrol" is captured. It is no longer captured in the monthly BOEC data downloads and a new report has been requested from BOEC.

Arrest data from DSSJ cubes.

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$5,144,515	\$165,530	\$5,181,809	\$281,747
Contracts	\$2,196	\$0	\$2,251	\$0
Materials & Supplies	\$97,836	\$26,438	\$100,282	\$64,841
Internal Services	\$610,420	\$15,028	\$605,056	\$27,336
Total GF/non-GF:	<b>\$5,854,967</b>	<b>\$206,996</b>	<b>\$5,889,398</b>	<b>\$373,924</b>
Program Total:	<b>\$6,061,963</b>		<b>\$6,263,322</b>	
Program FTE	36.70	0.30	36.70	0.30
<b>Program Revenues</b>				
Indirect for dep't Admin	\$10,695	\$0	\$20,542	\$0
Intergovernmental	\$399,854	\$119,996	\$407,851	\$313,924
Other / Miscellaneous	\$0	\$87,000	\$0	\$60,000
<b>Total Revenue:</b>	<b>\$410,549</b>	<b>\$206,996</b>	<b>\$428,393</b>	<b>\$373,924</b>

**Explanation of Revenues**

\$32,537-Maywood Pk (2% COLA increase from Prev. Year)  
 \$375,314-Wood Village (2% COLA increase from Prev. Year)  
 \$7,000-reimbursement for past hazardous materials activities from the Oregon Fire Marshal  
 \$31,924-Summer Patrol for the US Forest Service  
 \$20,000-Summer Patrol for the Oregon State Parks  
 \$25,000-OSSA Seat Belt Patrol Grant  
 \$25,000-OSSA DUII Patrol Grant  
 \$60,000-ODOT Construction Zone Patrol Services  
 \$100,000-Truck Inspection Services for ODOT  
 \$10,000-Carry-over from FY 12 NIMS Grant  
 \$20,000-Bullet-proof Vest Grant  
 \$75,000-Washington DC Presidential Inauguration Task Force

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #60063, MCSO Patrol

Moved 1.0 FTE from program offer 60060 MCSO Enforcement Admin to this program offer.

Cut 1.0 Sgt FTE position in order to fund 2.0 FTE Support Staff in Program Offer 60066B MCSO Detectives.

**Lead Agency:** Sheriff  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Monte Reiser

### 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 Description

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 a 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of individuals served through civil process	12,960	14,300	14,400	14,400
Outcome	Percent successfully served documents	80.0%	80.0%	80.0%	80.0%
Outcome	Percent protective orders served	80.0%	80.0%	80.0%	80.0%
Output	Number of evictions	738	750	800	800

### Performance Measure - Description

Data from the "Civil Process" data base.

**Legal/Contractual Obligation**

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
	2012	2012	2013	2013
<b>Program Expenses</b>				
Personnel	\$1,528,041	\$0	\$1,330,115	\$0
Contracts	\$1,098	\$0	\$1,125	\$0
Materials & Supplies	\$37,854	\$0	\$38,800	\$0
Internal Services	\$120,281	\$0	\$86,587	\$0
Total GF/non-GF:	<b>\$1,687,274</b>	<b>\$0</b>	<b>\$1,456,627</b>	<b>\$0</b>
Program Total:	<b>\$1,687,274</b>		<b>\$1,456,627</b>	
Program FTE	13.00	0.00	11.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$150,000	\$0	\$150,000	\$0
Intergovernmental	\$196,500	\$0	\$196,500	\$0
<b>Total Revenue:</b>	<b>\$346,500</b>	<b>\$0</b>	<b>\$346,500</b>	<b>\$0</b>

**Explanation of Revenues**

Civil Process Fees - \$150,000  
 Circuit Court Revenue - \$191,500  
 State Extradition Reimbursement - \$5,000

These amounts are based on what has been received in years previous.

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #60064, MCSO Civil Process

In FY 2012, in order to meet constraint, 1.0 FTE was reduced in this Program Offer. Another 1.0 FTE was moved to The Warrants Task Force Program Offer.

**Lead Agency:** Sheriff  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Brett Elliott

### Executive Summary

The Sheriff's River Patrol Unit partners with the Oregon State 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 Description

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 inspection 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 State Marine Board contributes approximately one third of the funding needs for the Sheriff's Office River Patrol. River patrol 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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Hours of community water safety education	186	125	181	125
Outcome	Number of citizens issued boater examination reports, warning, and citations	4,056	3,555	3,680	3,555

### Performance Measure - Description

Data from Oregon State Marine Board LE Coordinator Dale Flowers (503-378-2613). "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 hours are based on Marine Board data from July 2011 to April 2, 2012.

**Legal/Contractual Obligation**

Patrol operates under ORS Chapter 830 and contracts with the Oregon State Marine Board.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,449,657	\$650,309	\$1,440,385	\$698,881
Contracts	\$17,181	\$0	\$17,611	\$0
Materials & Supplies	\$72,138	\$37,559	\$123,942	\$40,481
Internal Services	\$182,008	\$60,119	\$197,024	\$63,480
Capital Outlay	\$83,053	\$0	\$33,053	\$380,517
Total GF/non-GF:	<b>\$1,804,037</b>	<b>\$747,987</b>	<b>\$1,812,015</b>	<b>\$1,183,359</b>
Program Total:	<b>\$2,552,024</b>		<b>\$2,995,374</b>	
Program FTE	9.75	5.25	9.00	6.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$42,785	\$0	\$46,598	\$0
Fees, Permits & Charges	\$0	\$35,000	\$0	\$10,000
Intergovernmental	\$0	\$712,987	\$0	\$1,034,842
Other / Miscellaneous	\$1,400	\$0	\$1,400	\$138,517
<b>Total Revenue:</b>	<b>\$44,185</b>	<b>\$747,987</b>	<b>\$47,998</b>	<b>\$1,183,359</b>

**Explanation of Revenues**

State Fuel Tax Rebate - \$1,400

Oregon Marine Board Service Contract for Waterways. Amount per Memo on 12/01/11 from OMB. - \$776,842

Government Island Contract amount for River Patrol Service - \$16,000

Reimbursement for Fuel and Technical Services on boats from other jurisdictions - \$10,000

Fiscal Year 2012 UASI Grant funding for a Dive Boat - \$242,000

Carry-over from the sales of boats and barges during the 2012 Fiscal Year for the purchase of a new boat in FY 13 - \$138,517

**Significant Program Changes**

**Last year this program was:** #60065A, MCSO River Patrol

Major Purchases/Projects:

Boat 8 Retrofit – repair project to be completed within budgeted capital funds

Boat 6 (jet sled) replacement – to be funded by an OMB grant on July 1st and also from sales of surplus boats

Willamette Boathouse - replacement needed, funding not identified

Columbia River Headquarters - renovation needed, funding not identified

Portage building renovation - METRO is proposing to fund and then paid back with a long term lease, an MOU is currently under development.

**Lead Agency:** Sheriff

**Program Contact:** Ned Walls

**Program Offer Type:** Existing Operating

**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 Description

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 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total cases investigated	1,055	1,200	1,200	1,200
Outcome	Total cases cleared	342	800	500	500
Output	Person crime cases investigated	123	250	120	150
Outcome	Person crime cases cleared	81	150	75	100

### Performance Measure - Description

Data from Law Enforcement Associates Data Technologies caseload database.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,030,935	\$59,032	\$1,210,041	\$8,236
Contracts	\$7,105	\$1,840	\$7,283	\$11,757
Materials & Supplies	\$26,056	\$0	\$26,706	\$2,500
Internal Services	\$94,171	\$160	\$95,393	\$1,881
Total GF/non-GF:	<b>\$1,158,267</b>	<b>\$61,032</b>	<b>\$1,339,423</b>	<b>\$24,374</b>
Program Total:	<b>\$1,219,299</b>		<b>\$1,363,797</b>	
Program FTE	7.00	1.00	8.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$114	\$0	\$1,414	\$0
Intergovernmental	\$0	\$59,032	\$0	\$17,374
Other / Miscellaneous	\$0	\$2,000	\$0	\$7,000
<b>Total Revenue:</b>	<b>\$114</b>	<b>\$61,032</b>	<b>\$1,414</b>	<b>\$24,374</b>

**Explanation of Revenues**

Donations towards Cold Case Unit - \$2000

Donations towards the Kyron Horman Case - \$5000

Cold Case Grant - Total grant amount is \$34,749 covering the period 10/01/11 - 9/30/12. Anticipating half unspent when we get into FY 13.

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #60066, MCSO Detectives, INTERCEPT, Elder Abuse

Moved 1.0 FTE from program offer 60060 MCSO Enforcement Admin to this program offer.

**Lead Agency:** Sheriff

**Program Contact:** Ned Walls

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

The Sheriff's Office Law Enforcement Division provides for investigations for all crimes to include: homicide, sexual assault, burglary, crimes against children, crimes against the elderly, property crimes along with those involving fraud and or theft to citizens, business' and visitors, and Sex Offender registration.

This program offer would add an OA2 for INTERCEPT and an Investigative Technician to the Detective Unit.

### Program Description

The INTERCEPT OA2 supports the detectives who work in a team comprised of detectives from multi county Sheriff Offices and the Department of Justice in the tri-county area. INTERCEPT investigates crimes against children, child pornography, child exploitation and the use of computers and the internet to promote these crimes. INTERCEPT's mission is to protect Oregon's children from on-line predators through community education and the identification, apprehension and prosecution of those who commit internet crimes against children.

The second position is the Investigative Technician hired for the Kyron Horman Task Force. The Detective Unit has a great need for an Investigative Technician to run the Rapid Start Investigative software program to manage investigative leads, original reports and the tip line. Since the Investigative Technician's addition to the Kyron Horman case, the entire detective unit has come to rely on that position to support them in their investigations.

The Detectives Investigation Technician would continue to support the Kyron Horman Investigation, the four general assignment detectives, Elder Abuse investigations, Human Trafficking, Jail Investigations, Metro, and both DVERT and CAT as needed.

Their duties which are needed include performing highly responsible and complex administrative duties and investigative support with computer research to fund, scrutinize, interpret, compile and analyze material from various entities and computer systems. Some of the databases utilized are: CAD, LEDS, NCIC, OSIN, PPDS, SWIS, DA Crimes, OJIN, CRIMES, MCA&T, Accurant, Open Online, RISS, WISN and EPIC.

Information gleaned from these databases is supplied to investigators in the office and oftentimes in the field while deputies are engaged in investigations and/or operations. This information helps ensure office safety and that the suspects are identified prior to an arrest being made which reduces liability.

These positions play an active role in helping to coordinate investigations, case activities and information with other state, local, out of state, and federal agencies as well as with the public. These positions are also the only support staff assigned to these units, responsible for all support functions. This includes organizing files, keeping records, responding to outside requests for information, and ordering supplies. These positions also can set appointments and screen calls and visitors, determining the priority and proper course of action for these contacts which can include responding to confidential and sensitive subjects and requests.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

### Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$0	\$130,836	\$0
Total GF/non-GF:	\$0	\$0	\$130,836	\$0
Program Total:	\$0		\$130,836	
Program FTE	0.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was:  
This program offer was funded by cutting 1.0 Sgt FTE position in the 60063 MCSO Patrol Program Offer.

**Lead Agency:** Sheriff  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Ned Walls

### Executive Summary

This program provides for the investigation of crimes involving the sale, distribution, and manufacturing of dangerous drugs. 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 magnitude of each of these investigative areas requires that priorities be established to determine allocation of resources. Enforcement of narcotics laws is so important that first priority within the Special Investigations Unit will be narcotics investigations. Emphasis is placed on narcotics distributors who are suppliers to street level dealers, as well as suppliers to other distributors which are referred to as mid to upper mid level narcotics traffickers. Drug investigations will center on the drugs which are most abused in the Multnomah County. SIU is a local law enforcement resource for investigating and apprehending suspects involved in domestic and/or foreign Human Trafficking of children. \*SIU spent the first quarter of FY11 assigned to the Kyron Horman Investigation.

### Program Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	SIU drug cases	252	300	182	182
Outcome	Percent of SIU drug cases that are methamphetamine	32.0%	30.0%	50.0%	50.0%
Output	Number of searches	96	110	75	75
Outcome	Percent of searches resulting in an arrest	100.0%	100.0%	99.0%	99.0%

### Performance Measure - Description

Data are compiled from an Excel database reported monthly.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$594,522	\$420,938	\$605,747	\$126,626
Contracts	\$0	\$33,722	\$0	\$8,431
Materials & Supplies	\$3,587	\$12,874	\$3,676	\$10,242
Internal Services	\$63,142	\$40,862	\$42,354	\$12,161
Total GF/non-GF:	<b>\$661,251</b>	<b>\$508,396</b>	<b>\$651,777</b>	<b>\$157,460</b>
Program Total:	<b>\$1,169,647</b>		<b>\$809,237</b>	
Program FTE	5.00	2.00	5.00	0.25
<b>Program Revenues</b>				
Indirect for dep't Admin	\$29,081	\$0	\$9,138	\$0
Fees, Permits & Charges	\$0	\$10,000	\$0	\$10,000
Intergovernmental	\$0	\$478,396	\$0	\$97,460
Other / Miscellaneous	\$0	\$20,000	\$0	\$50,000
<b>Total Revenue:</b>	<b>\$29,081</b>	<b>\$508,396</b>	<b>\$9,138</b>	<b>\$157,460</b>

**Explanation of Revenues**

Federal Forfeiture share from DEA/FBI/US Marshal - \$30,000  
 Auto Auction sales on seized vehicles - \$10,000  
 Civil/Local Forfeitures - \$50,000  
 Marijuana Eradication Funding - \$8,000

The above amounts are based on what has been received in years previous.

Balance of PDX JAG Grant left to pay for .25 FTE in FY 13 - \$34,079  
 Meth JAG Grant through Sept of 2012 - \$25,381

**Significant Program Changes**

✓ **Significantly Changed**

**Last year this program was:** #60067A, MCSO Special Investigations Unit  
 In FY 2013, Reduced by 1.75 FTE due to expired grant funding.

**Lead Agency:** Sheriff

**Program Contact:** Ned Walls

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Since their inception in October 2007, the Multnomah County Sheriff's Office very successful Warrant Strike Team has helped to reduce the number of outstanding arrest warrants in Multnomah County by 42%. Excessive unserved warrants are a problem Multnomah County shares with many other jurisdictions and the primary cause of this problem is the lack of resources to arrest warrant subjects. Warrant backlogs keep wanted persons from being held accountable for their actions and threaten public safety. Four full-time deputies are currently assigned to the Warrant Strike Team. This program was originally purchased with a General Fund Contingency. This program is necessary to serve misdemeanor and felony warrants which benefits citizens by removing wanted subjects from our neighborhoods, preventing crime and associated costs to future victims and potential prosecutorial cost savings.

### Program Description

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 going to tackle the increasing number of out of compliance sex offenders. According to the State Police as of January 18th there were 804 in Multnomah County, a number of those already have arrest warrants, those are going to be targeted by WST.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total warrant service attempts	733	750	1,150	1,150
Outcome	Total warrants served	309	300	400	400
Outcome	Total warrant arrests	278	250	375	375

### Performance Measure - Description

Data compiled from an Excel database reported monthly.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$488,494	\$0	\$655,383	\$0
Contracts	\$2,547	\$0	\$2,611	\$0
Materials & Supplies	\$11,035	\$0	\$11,311	\$0
Internal Services	\$22,527	\$0	\$22,167	\$0
Capital Outlay	\$36,078	\$0	\$36,078	\$0
Total GF/non-GF:	<b>\$560,681</b>	<b>\$0</b>	<b>\$727,550</b>	<b>\$0</b>
Program Total:	<b>\$560,681</b>		<b>\$727,550</b>	
Program FTE	4.00	0.00	5.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$0	\$16,500	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,500</b>	<b>\$0</b>

**Explanation of Revenues**

\$16,500 - Reimbursement for participation on the US Marshal Fugitive Task Force.

**Significant Program Changes**

**Last year this program was:** #60068A, MCSO Warrant Task Force

Added a Warrant Strike Team Sergeant mid-year FY12 to better coordinate the warrant program as well as work in conjunction with the US Marshal for warrants served in Multnomah County. This is expected to bring in an additional \$16,500 in overtime reimbursement revenue to the general fund.

**Lead Agency:** Sheriff

**Program Contact:** Becky Child

**Program Offer Type:** Existing Operating

**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 Description

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 non-productive 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of alarm events	2,700	2,500	2,500	2,500
Outcome	Number of false alarms dispatches completed	1,750	1,750	1,750	1,750
Output	Number of alarm permits issued	585	900	1,000	1,000
Output	Number of alarm renewed permits	5,784	6,000	6,000	6,000

### Performance Measure - Description

The performance measures for the Alarms Unit are all generated out of SAP.



**Legal/Contractual Obligation**

Alarm permitting is mandated in Unincorporated by MCC 15.703 and contracts with the cities of Gresham, Troutdale, Fairview, Wood Village and Maywood Park.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$126,130	\$0	\$120,885
Contracts	\$0	\$149,824	\$0	\$145,637
Materials & Supplies	\$0	\$2,566	\$0	\$2,566
Internal Services	\$0	\$38,249	\$0	\$37,683
Total GF/non-GF:	<b>\$0</b>	<b>\$316,769</b>	<b>\$0</b>	<b>\$306,771</b>
Program Total:	<b>\$316,769</b>		<b>\$306,771</b>	
Program FTE	0.00	1.50	0.00	1.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$18,119	\$0	\$17,806	\$0
Fees, Permits & Charges	\$0	\$178,248	\$0	\$168,248
Other / Miscellaneous	\$0	\$138,521	\$0	\$138,523
<b>Total Revenue:</b>	<b>\$18,119</b>	<b>\$316,769</b>	<b>\$17,806</b>	<b>\$306,771</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was: #60069, MCSO Alarm Program

**Lead Agency:** Sheriff

**Program Contact:** Becky Child

**Program Offer Type:** Existing Operating

**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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	New/renew concealed handgun permit applications	5,300	5,000	4,074	5,000
Outcome	New/transfer/renewal concealed handgun permits issued	5,753	4,500	4,716	4,500
Outcome	New denials and valid concealed handgun permits revoked	197	150	190	150
Output	Number of Courthouse ID's issued	1,031	600	948	800

### Performance Measure - Description

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.

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$229,266	\$0	\$205,513
Contracts	\$0	\$31,577	\$0	\$30,000
Materials & Supplies	\$1,199	\$3,000	\$1,229	\$30,433
Internal Services	\$22,887	\$30,459	\$8,396	\$25,264
Total GF/non-GF:	<b>\$24,086</b>	<b>\$294,302</b>	<b>\$9,625</b>	<b>\$291,210</b>
Program Total:	<b>\$318,388</b>		<b>\$300,835</b>	
Program FTE	0.00	3.00	0.00	3.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$16,834	\$0	\$16,902	\$0
Fees, Permits & Charges	\$1,000	\$294,302	\$1,000	\$291,210
Intergovernmental	\$100,000	\$0	\$100,000	\$0
<b>Total Revenue:</b>	<b>\$117,834</b>	<b>\$294,302</b>	<b>\$117,902</b>	<b>\$291,210</b>

**Explanation of Revenues**

Facility Access Photo ID Card Fee - \$101,000. This amount is based on previous years' revenue collection.

**Significant Program Changes**

Last year this program was: #60070, MCSO Concealed Handgun Permits

**Lead Agency:** Sheriff

**Program Contact:** Monte Reiser

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of calls for service	4,630	5,750	2,290	2,290
Outcome	Number of reported offenses for TriMet violations	5,361	5,100	5,328	5,328
Output	Number of TriMet exclusions	256	200	236	236

### Performance Measure - Description

Calls for service data are from PPDS CAD and VCAD tactical inquiry. Note: VCAD started in April 2011. This changed how some data are collected.

Number of reported offenses for TriMet from PPDS tactical inquiry, offense "998."

Exclusion data are also from PPDS tactical inquiry, offense "9981."

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$729,649	\$0	\$741,052
Internal Services	\$0	\$63,771	\$0	\$62,026
Total GF/non-GF:	<b>\$0</b>	<b>\$793,420</b>	<b>\$0</b>	<b>\$803,078</b>
Program Total:	<b>\$793,420</b>		<b>\$803,078</b>	
Program FTE	0.00	6.00	0.00	6.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$45,384	\$0	\$46,612	\$0
Intergovernmental	\$0	\$793,420	\$0	\$803,078
<b>Total Revenue:</b>	<b>\$45,384</b>	<b>\$793,420</b>	<b>\$46,612</b>	<b>\$803,078</b>

**Explanation of Revenues****Significant Program Changes**

Last year this program was: #60071, MCSO TriMet Transit Police

**Lead Agency:** Sheriff  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Ned Walls

### 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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of investigations assigned	29	50	32	30
Outcome	Number of victims located	64	55	50	57
Output	Training hours re human trafficking provided to law enforcement and civilians	112	200	140	125

### Performance Measure - Description

Data from hand counts.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$36,999	\$88,184	\$37,736	\$88,049
Contracts	\$0	\$7,000	\$0	\$7,000
Materials & Supplies	\$10,302	\$17,941	\$0	\$17,941
Internal Services	\$0	\$9,887	\$0	\$9,457
Total GF/non-GF:	<b>\$47,301</b>	<b>\$123,012</b>	<b>\$37,736</b>	<b>\$122,447</b>
Program Total:	<b>\$170,313</b>		<b>\$160,183</b>	
Program FTE	0.30	0.70	0.30	0.70
<b>Program Revenues</b>				
Indirect for dep't Admin	\$7,036	\$0	\$7,107	\$0
Intergovernmental	\$0	\$123,012	\$0	\$122,447
<b>Total Revenue:</b>	<b>\$7,036</b>	<b>\$123,012</b>	<b>\$7,107</b>	<b>\$122,447</b>

**Explanation of Revenues**

Anti-Human Trafficking Grant funding .70 FTE Detective - \$122,447

**Significant Program Changes**

Last year this program was: #60073, MCSO Human Trafficking Task Force

**Lead Agency:** Sheriff

**Program Contact:** Ned Walls

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number flow control and regulatory cases cited	14	10	14	15
Outcome	Dollar amount of flow control and regulatory penalties	14,665	60,000	12,000	12,500

### Performance Measure - Description

✔ Measure Changed

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.

Compared with previous years, the number of flow control cases cited is much higher, yet the amount of the penalties is much less. This reflects a change in our enforcement strategy that places more emphasis on deterrence. Previously, our strategy was to build strong cases against a few violators and to exact fairly substantial penalties. This often required weeks or months of painstaking surveillance. Our current strategy is to have the detectives interview flow control violators as soon as a violation is discovered, educate the violator regarding the Metro flow control system, and quickly bring the violator into the system as a fee and tax paying participant.

"Number of illegal dumping cases cited" and "Dollar amount of illegal dumping penalties" have been removed.

Data from METRO's internal case load manager.



Legal/Contractual Obligation

Contract with Metro.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$365,871	\$0	\$376,176
Contracts	\$0	\$1,200	\$0	\$1,200
Internal Services	\$0	\$32,082	\$0	\$31,586
Total GF/non-GF:	\$0	\$399,153	\$0	\$408,962
Program Total:	\$399,153		\$408,962	
Program FTE	0.00	3.00	0.00	3.00
Program Revenues				
Indirect for dep't Admin	\$22,832	\$0	\$23,737	\$0
Intergovernmental	\$0	\$399,153	\$0	\$408,962
Total Revenue:	\$22,832	\$399,153	\$23,737	\$408,962

Explanation of Revenues

Significant Program Changes

Last year this program was: #60074, MCSO Metro Services

**Lead Agency:** Sheriff

**Program Contact:** Ned Walls

**Program Offer Type:** Existing Operating

**Related Programs:** 25040A

**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 Description

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. DVERT has reduced recidivism of the high risk offenders in DVERT by 30% and increased victims' safety and their confidence in the criminal justice system. Coordination includes staffing the Family Violence Coordinating Council to provide a forum for collaborative efforts such as training, policy and program development and implementation, and system-wide problem-solving. 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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of victims and children served	449	500	450	450
Outcome	Total people served	500	0	500	500

### Performance Measure - Description

✓ **Measure Changed**

Number served includes all clients and their children receiving in-person services provided by CGF, HUD or SHAP funds (ongoing funding).

"Number of cases presented for prosecution" was changed to "Total people served."

Data from Multnomah County DVERT coordinator Becky Bangs.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$67,060	\$44,707	\$72,364	\$48,244
Total GF/non-GF:	<b>\$67,060</b>	<b>\$44,707</b>	<b>\$72,364</b>	<b>\$48,244</b>
Program Total:	<b>\$111,767</b>		<b>\$120,608</b>	
Program FTE	0.60	0.40	0.60	0.40
<b>Program Revenues</b>				
Intergovernmental	\$0	\$44,707	\$0	\$48,244
Total Revenue:	<b>\$0</b>	<b>\$44,707</b>	<b>\$0</b>	<b>\$48,244</b>

**Explanation of Revenues**

2nd of 2 year DVERT Grant funding .40 FTE of a Detective - \$48,244

**Significant Program Changes**

Last year this program was: #60076A, MCSO Domestic Violence Enhanced Response Team

**Lead Agency:** Sheriff

**Program Contact:** Monte Reiser

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program is the result of the Executive budget decision to increase services to the Corbett community. MCSO protects citizens residing and/or recreating in unincorporated Multnomah County, including Corbett, by responding to emergencies, patrolling neighborhoods, performing traffic safety duties and providing education. The Corbett Community Resource Deputy will assist the community with emergency preparedness, safety education, and perform 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 Description

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	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of community meetings attended by CRO	144	150	144	144
Outcome	Number of incidents Corbett	0	0	590	590

### Performance Measure - Description

Assumes CRO attendance at three meetings per week or 12/month. The position of Corbett Community Resource Office began in October 2008.

"Number of incidents responded to in patrol dist 50" was changed to "Number of incidents in Corbett." Data are estimated based on July 2011 to March 2012 data that come from the CRO monthly reports.

BOEC's VCAD was implemented in April 2011. This system does not capture "extra patrol" incidents. BOEC is working on a report for this data.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$123,328	\$0	\$125,785	\$0
Materials & Supplies	\$4,774	\$0	\$4,893	\$0
Total GF/non-GF:	\$128,102	\$0	\$130,678	\$0
Program Total:	\$128,102		\$130,678	
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

**Lead Agency:** Sheriff  
**Program Offer Type:** Support  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** David Rader

### 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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of evidence exhibits received, processed and bar-coded	9,800	10,000	10,484	10,450
Outcome	Number of cases closed and disposed	3,370	2,200	2,767	2,700
Output	Number of uniform requisitions/invoices reconciled	750	600	679	650

### Performance Measure - Description

"Number of evidence exhibits received, processed and bar-coded" and "Number of cases closed and disposed" data from the internal evidence database. This is a new bar-coding system called "File On Q." 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.

"Number of uniform requisitions/invoices reconciled" data from an internal database. Paid invoices or reconciled invoices are pulled from SAP. Data are provided by LPT Cory Reyes.

## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$262,661	\$0	\$401,088	\$0
Contracts	\$1,082	\$0	\$1,109	\$0
Materials & Supplies	\$10,201	\$0	\$10,456	\$0
Internal Services	\$565,863	\$0	\$645,843	\$0
Total GF/non-GF:	<b>\$839,807</b>	<b>\$0</b>	<b>\$1,058,496</b>	<b>\$0</b>
Program Total:	<b>\$839,807</b>		<b>\$1,058,496</b>	
Program FTE	3.00	0.00	4.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #60078A, MCSO Logistics Unit  
This program offer increased by 1.0 FTE.

**Lead Agency:** Sheriff  
**Program Offer Type:** Support  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** David Rader

### 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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total dollar value of purchase orders placed	3,059,320	3,000,000	3,469,139	3,450,000
Outcome	Total number of delivery stops made	2,916	3,000	2,969	2,900

### Performance Measure - Description

"Total dollar value of purchase orders placed" from SAP, data provided by Gwen Tyler.

"Total number of delivery stops made" from internal daily, monthly spreadsheet, data provided by EPT Robert Sumpter.



Legal/Contractual Obligation

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	2012	2012	2013	2013
Personnel	\$801,601	\$0	\$819,544	\$0
Contracts	\$541	\$0	\$555	\$0
Materials & Supplies	\$14,443	\$0	\$14,804	\$0
Internal Services	\$122,976	\$0	\$129,144	\$0
Total GF/non-GF:	\$939,561	\$0	\$964,047	\$0
Program Total:	\$939,561		\$964,047	
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 and Warehouse

**Lead Agency:** Sheriff

**Program Contact:** David Rader

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Pounds of clean laundry processed for inmates	1,252,293	1,270,000	1,108,370	1,100,000
Outcome	Total paid claims regarding lost/missing inmate property	6	6	3	5
Outcome	Total bookings/releases processed by Property	73,157	73,800	71,600	71,500

### Performance Measure - Description

"Pounds of clean laundry processed for inmates" data from an internal daily spreadsheet that is maintained on the MCSO shared drive. Data provided by EPT Mike Branson.

"Total paid claims regarding lost/missing inmate property" data provided by Farrell & Associates.

"Total booking/releases processed by Property" data from Planning and Research, Mobius Report 703 (bookings) and Cognos query 'Releases 010107 Forward.imr' (releases). Data from SWIS.

**Legal/Contractual Obligation**

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
	2012	2012	2013	2013
<b>Program Expenses</b>				
Personnel	\$1,943,133	\$0	\$1,868,907	\$0
Contracts	\$0	\$0	\$1,000	\$0
Materials & Supplies	\$127,935	\$0	\$130,135	\$0
Internal Services	\$218,200	\$0	\$233,188	\$0
Total GF/non-GF:	<b>\$2,289,268</b>	<b>\$0</b>	<b>\$2,233,230</b>	<b>\$0</b>
Program Total:	<b>\$2,289,268</b>		<b>\$2,233,230</b>	
Program FTE	20.00	0.00	19.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #60080, MCSO Property and Laundry  
For FY 2013, in order to meet constraint, 1.0 FTE was reduced in this Program Offer.

**Lead Agency:** Sheriff

**Program Contact:** David Rader

**Program Offer Type:** Existing Operating

**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 Description

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.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total number of commissary orders filled for inmates	53,984	55,000	51,299	52,000
Outcome	Total dollars of commissary sales	699,001	750,000	661,202	662,000

### Performance Measure - Description

Data from the Inmate Accounting System (SWIS).

**Legal/Contractual Obligation**

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
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$339,976	\$0	\$326,603
Contracts	\$0	\$1,024	\$0	\$1,024
Materials & Supplies	\$0	\$317,555	\$0	\$317,555
Internal Services	\$0	\$58,098	\$0	\$56,156
Total GF/non-GF:	<b>\$0</b>	<b>\$716,653</b>	<b>\$0</b>	<b>\$701,338</b>
Program Total:	<b>\$716,653</b>		<b>\$701,338</b>	
Program FTE	0.00	3.73	0.00	3.73
<b>Program Revenues</b>				
Indirect for dep't Admin	\$40,993	\$0	\$40,707	\$0
Fees, Permits & Charges	\$0	\$716,653	\$0	\$701,338
<b>Total Revenue:</b>	<b>\$40,993</b>	<b>\$716,653</b>	<b>\$40,707</b>	<b>\$701,338</b>

**Explanation of Revenues**

Commissary Sales to Inmates - \$701,338. This amount is based on sales from previous years.

**Significant Program Changes**Last year this program was: #60081, MCSO Commissary

**Lead Agency:** Sheriff

**Program Contact:** Monte Reiser

**Program Offer Type:** Existing Operating

**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 and the cities therein have experienced a significant increase in crime, much of which can be attributed to a parallel increase in gang-related activity. The overall community has felt this in the form of increased violent crime (threats, physical assaults, stabbings, shootings, and homicides); high levels of property crimes, high levels of "quality of life" crimes (such as drugs, prostitution / human trafficking, and vandalism); a heightened community fear of crime and the criminal gang element; which all have significant negative impacts to the actual and perceived safety and security of area residents and business, but also contributes to an overall decline in the quality of life and community perception of self worth.

### Program Description

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, we have banded together with partner East County law enforcement agencies 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 Marshall'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. The EMGET uses a multitude of high and low tech tools and techniques such as surveillance, plain clothes personnel, traffic stops, and subject stops to identify gang members, gather intelligence, document criminal activity, and detect and apprehend persons conducting or wanted for criminal acts.

Presentations are made in high schools, middle schools, and community and business groups in regards to deterring gang involvement, gang involved activities, united strategies for dealing with gang related activities, and lessening the actual or perceived level of gang related crimes in order to empower the students, community members, and businesses. The EMGET also works with the Oregon Department of Justice to document confirmed gang members in a statewide database.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of cases referred to DA for prosecution	138	100	122	125
Outcome	Number of weapons seized	36	55	30	30

### Performance Measure - Description

Data from EMGET, Gresham Police Administrative Assistant Rachel Miller - 503-618-2253.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$246,538
Internal Services	\$0	\$0	\$0	\$21,153
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$267,691</b>
Program Total:	<b>\$0</b>		<b>\$267,691</b>	
Program FTE	0.00	0.00	0.00	2.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$15,507	\$0
Intergovernmental	\$0	\$0	\$0	\$267,691
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,507</b>	<b>\$267,691</b>

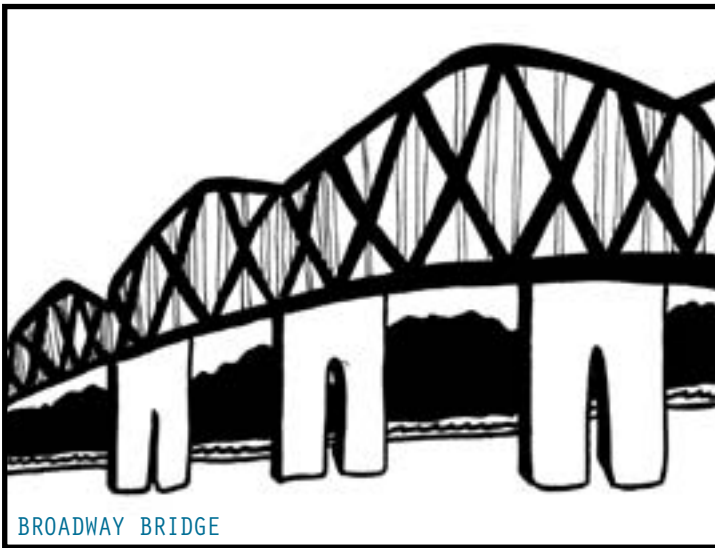
**Explanation of Revenues**

State of Oregon, Oregon Youth Authority grant extension was able to fund 2.0 Gang Enforcement Detectives in FY 2012 and FY 2013 - \$267,173

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #60084, MCSO Gang Enforcement Deputy

This was a FY 2012 Mid-year addition and not part of the FY 2012 Adopted budget. This grant funds 2.0 FTE Gang Enforcement Detectives for two years.



BROADWAY BRIDGE



1925 SELLWOOD BRIDGE



HAWTHORNE BRIDGE

# FY 2013

## ADOPTED BUDGET

### VOLUME 3

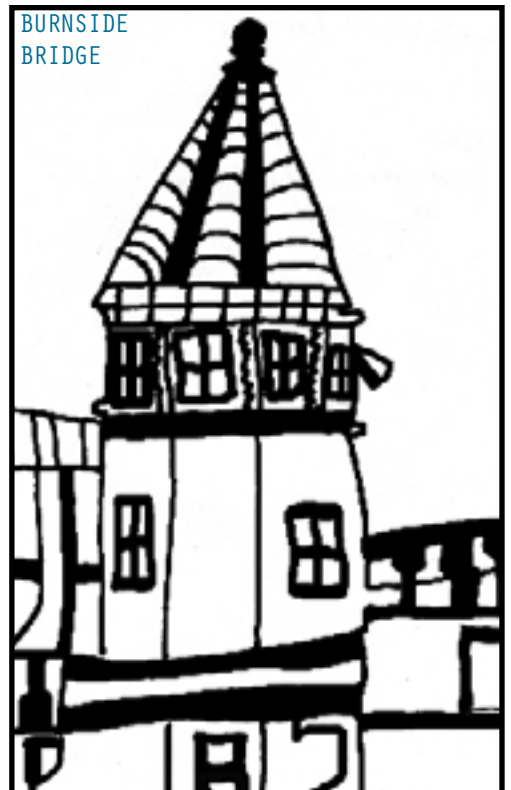
County Human Services

Health Department

Library

Nondepartmental

*Multnomah County*

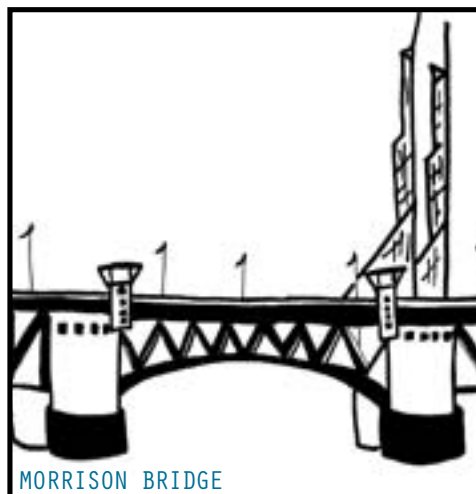


BURNSIDE  
BRIDGE

**BIG & AWESOME BRIDGES of MULTNOMAH COUNTY**  
ARTWORK BY STUDENTS OF THE SABIN/ACCESS ART PROJECT



SAUVIE ISLAND BRIDGE



MORRISON BRIDGE



## *About our cover*

Local elementary school students in the Sabin/ACCESS Art Project created the art on the cover. These and other drawings are featured in *The Big & Awesome Bridges of Portland & Vancouver—A Book For Young Readers*. The book, by Sharon Wood Wortman and Ed Wortman, and edited by Edith Fuller, will be used to teach about bridges in our region.

The artists are Anna Dreher, age 8 (Broadway Bridge), Susan McHarris, age 8 (Burnside Bridge), Emrie Langfeldt, age 8 (Morrison Bridge), Youki limor, age 10 (Hawthorne Bridge), Jessica Yang, age 11 (Sellwood Bridge), and Molly Peterson, age 9 (Sauvie Island Bridge).

For more information, visit [www.pdxbridgefestival.org](http://www.pdxbridgefestival.org) and/or <http://www.bridgestories.com>.

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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

### What Makes a Good Program Offer

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.

### Program Offer Description

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

### Performance Measures

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 year's 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.

**Climate Action Plan** - In 2009, Multnomah County adopted the Climate Action Plan (CAP), a comprehensive framework for reducing greenhouse gases and preparing County operations and the community for climate change impacts in the region. If a program contributes toward achieving a Climate Action Plan goal, the check box for Climate Action Plan (CAP) is marked on the program offer. The program offer will also include a description of the particular action the program addresses in the “program description” text box in the program offer.



### *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

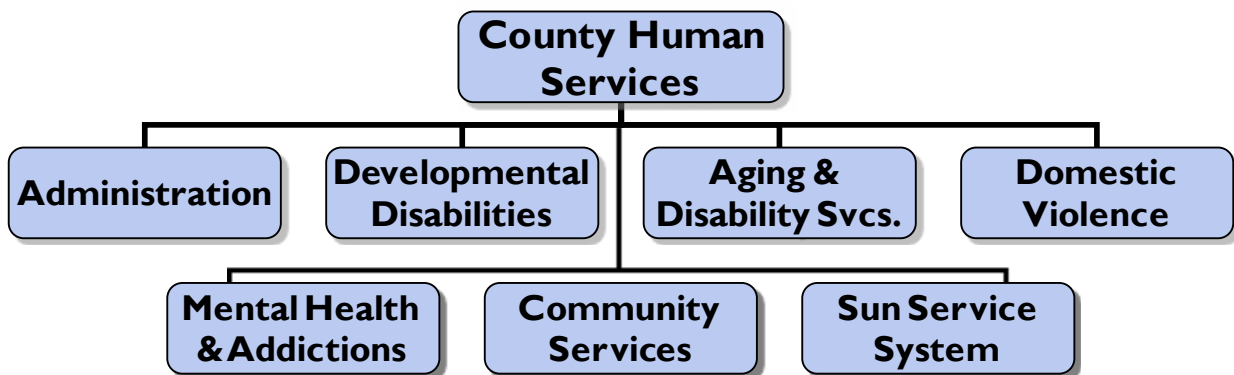
The Department of County Human Services (DCHS) mission is to enhance the quality of life for individuals and families with a vision of safe, healthy, caring, and diverse communities where hope, independence, learning, and opportunity prevail for all.

The department has a budget of over \$209 million and 700 employees. The department is the primary funder and provider of social services in Multnomah County for families in poverty, homeless families, homeless youth, survivors of domestic violence, low income seniors, people recovering from mental illness and addiction, and people with disabilities.

The department has deep collaborations with many local non-governmental organizations, other local governments and community advocates. The department is the managing partner for the Schools Uniting Neighborhoods (SUN) collaboration to provide wraparound services and enrichment for school age children and youth, many of whom live in poverty.

The department serves as the Area Agency on Aging, the Local Mental Health Authority, the Mental Health Organization under the Oregon Health Plan, and the designated Community Action Agency for Multnomah County. The department is responsible for developing systems of care, leading service development, coordinating and linking services for the county's most vulnerable and at-risk residents.

The department has seven divisions: Administration, Aging and Disability Services (ADS), Mental Health and Addiction Services (MHAS), Developmental Disabilities Services (DDS), Schools Uniting Neighborhoods Services System (SUN SS), Community Services, and the Domestic Violence Coordinator's Office (DVCO).



### Budget Overview

DCHS has a FY 2013 budget of \$209.8 million, a decrease of \$5.2 million from the FY 2012 adopted budget. \$4.7 million of the decrease is from State transportation and rent subsidies that used to pass through Developmental Disability Services (DDS) that are now paid directly to clients. FTE increased by 24.87, a majority from the FY 2012 state rebalance in DDS.

DCHS has a FY 2013 General Fund budget (including the Video Lottery funds) of \$53.7 million, a \$2.3 million increase from the FY 2012 adopted budget. Additional General Fund was allocated for the following new programs:

- 25032 Gatekeeper Outreach \$47,000
- 25059 - Peer-run Supported Employment Center \$80,000
- 25133A – HSVP - Alder Elementary Rent Assistance Program \$60,000
- 25139A Anti Poverty Services – Internet Access \$20,000
- 25145B - SUN Community Schools Expansion \$144,000
- 25153 - Culturally Specific Parent Engagement \$50,000

Programs funded with one-time-only General Funds include:

- 25023 ADS Long Term Care \$154,000
- 25028 Bed Bug Eviction Mitigation \$121,000
- 25059 Peer-run Supported Employment Center \$80,000
- 25080 Adult Addictions Treatment Continuum \$250,000
- 25133B HSVP Short Term Rent Assistance \$500,000
- 25133D HSVP Streetroots Rose City Resource Guide \$20,000
- 25135 Commercial Sexual Exploitation of Children \$420,000
- 25139A Anti Poverty Services - Tax Preparation \$20,000
- 25139A Anti Poverty Services – Internet Access \$20,000
- 25153 Culturally Specific Parent Engagement \$50,000

DCHS' Fed/State budget decreased \$7.4 million to \$111.9 million from FY 2012 to FY 2013. The main reductions were in DDS pass through subsidy payments noted above. Also, \$2.3 million in American Recovery and Reinvestment Act (ARRA) funding expired in Community Service programs.

DCHS' budget for Verity, the County's State funded mental health insurance program, remained flat at \$44.3 million. Nearly \$2.0 million of Verity reserves were used to backfill state reductions to MHAS programs. This use of one-time-only funding will require a mitigation plan for FY 2014.

<b>Budget Trends*</b>					
	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2012</b>	<b>FY 2013</b>	
	<b>Actual</b>	<b>Current Estimate</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Difference</b>
Staffing FTE	709.15	706.00	688.37	713.24	24.87
Personnel Services	\$59,635,281	\$60,300,936	\$62,714,276	\$65,775,172	\$3,060,896
Contractual Services	130,873,676	130,445,250	135,299,820	127,380,545	(7,919,275)
Materials & Supplies	14,323,602	16,166,974	17,041,552	16,679,241	(362,311)
Capital Outlay	0	0	0	0	0
<b>Total Costs</b>	<b>\$204,832,559</b>	<b>\$206,913,160</b>	<b>\$215,055,648</b>	<b>\$209,834,958</b>	<b>(\$5,220,690)</b>

\*Does not include cash transfers, contingencies or unappropriated balances.

## Successes and Challenges

Aging and Disability Services (ADS) works to ensure older adults and people with disabilities have control and choice over where they live. Eighty percent of nursing-home-eligible individuals are living in their own communities with supportive services.

Community Services successfully reunited 2,046 runaway youth with their families.

The Domestic Violence Coordination Office trained over 1,500 division staff, their partners and community members via 47 domestic violence trainings, raising awareness and enhancing community response to domestic violence.

ADS Adult Protective Services has preserved or recouped \$842,000 for abuse victims over the last year. A financial exploitation team works to retrieve funds and stem crime by those who prey on vulnerable people.

SUN Community Schools and partners provided 172,045 meals and leveraged over \$480,000 in federal resources. Emergency food pantries served over 15,600 people: one third of food distributed was fruit and vegetables.

Developmental Disabilities monitored 4,267 consumers through support service brokerages and direct case management.

Weatherization services were performed on 918 units, decreasing utility costs for vulnerable people and providing income to dozens of local contractors - including many Minority, Women and Emerging Small Businesses (MWESB).

MHASD opened the Crisis Assessment and Treatment Center (CATC) in June of 2011, a 16 bed adult sub-acute facility. Since its opening, the program has achieved the target length of stay of 6 days or less. It currently serves a split of 55% uninsured indigent and 45% Medicare / Medicaid insured clients.

The department continues to be challenged by limited capacity for both program data analysis and fiscal analysis. DCHS has few staff to respond to requests for outcome analysis, projections and trends. This reduces our ability to evaluate community needs and understand complex cost drivers of programming.

The anticipated reductions in the State General Fund will result in reductions for social services upon which some of the most vulnerable residents of Multnomah County rely. These services include: senior and disabled services, developmental disabilities services and mental health and addiction services. The federal budget for FY 2013 may also result in reduced services. DCHS is using all available opportunities to maximize grant dollars and leverage matching dollars to reduce the impact of state and federal cuts and maintain critical services.

### Diversity and Equity

DCHS has examined issues of equity over the last two years and initiated focused strategies to address key disparities that exist in the department. These efforts are a collaboration of department leadership, the DCHS Diversity Committee, DCHS Managers of Color and our exempt staff. Our goal is to ensure that DCHS is an equitable workplace, reflecting the values and diversity in the communities that we serve and thereby producing strong outcomes for our clients.

Overall, our department has increased the percentage of employees of color, from 22% to 23% in FY 2011. While we are recruiting more applicants in general, the applicant pool remains about 23% people of color. The department as a whole has not significantly increased the diversity of those hired over the last five years, however some divisions have made measurable progress. Twenty-nine percent of the employees hired in Aging and Disability Services Division in FY 2011 were people of color, which helped to increase the diversity of that workforce. To help to retain more employees of color we have also focused on increasing the percentage of work-out-of-class opportunities and promotions for employees of color. We have not made progress in the area of work-out-of-class, but did see improvement in promotions. Thirty percent of promoted employees were people of color in FY 2011, significantly higher than the 12% of the previous year.

Department leadership has continued our commitment to the intensive diversity curriculum called "Building Partnership Across Difference", with more than 100 DCHS staff scheduled to complete the 5 day training by June 2012. Our efforts to improve equity in our practices and services are ongoing. We understand that long term change requires real organizational and cultural shifts and department leadership is focused on creating those shifts.

### Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
Administration	\$4,263,647	\$1,999,183	\$6,262,830	43.50
Developmental Disabilities	2,129,160	14,698,723	16,827,883	127.15
Aging and Disability Services	8,078,866	36,090,757	44,169,623	312.80
Domestic Violence Coordination Office	2,335,564	1,271,815	3,607,379	8.13
Mental Health & Addiction Services	16,430,005	83,974,606	100,404,611	174.96
Community Services	9,574,401	18,554,564	28,128,965	29.50
SUN Service System	<u>8,977,931</u>	<u>1,455,736</u>	<u>10,433,667</u>	<u>17.20</u>
<b>Total County Human Services</b>	<b>\$51,789,574</b>	<b>\$158,045,384</b>	<b>\$209,834,958</b>	<b>713.24</b>

### Department Administration

The DCHS Administration provides leadership, vision and policy direction to the service divisions.

The Director's Office meets regularly with service divisions, sets policy, addresses issues of cultural competency, communicates internally and externally about programs, researches and evaluates programs, directs service delivery and serves as the Mental Health Authority.

Human Resources (HR) supports more than 700 departmental employees. HR addresses recruiting, hiring and retention issues; workforce planning; training; management; job performance issues; and labor relations.

Business Services provides the administrative, financial and business functions of the department including: development, management and oversight of the department's budget; accounts receivable and payable; purchasing; facilities coordination; and grants management. It also ensures that the department is in compliance with all County, State and Federal policies.

The Contracts Unit coordinates procurement and contracting functions for the department. The unit ensures implementation and compliance with all county contracting and procurement policies since the majority of funds administered within the department are contracted out to community partners.

### Significant Changes

Department Administration has undergone no significant structural changes in the previous year but has focused on at least three important initiatives:

- The Contracts Unit is heavily involved in the implementation of the contracts redesign process. It will also actively participate in the implementation of Supplier Relationship Management, while monitoring 400 current contracts.
- Department Administration has just completed the span of control review, which involved the efforts of human resource staff, budget analysts, and leadership. The resulting changes moved the department from a 1:9.1 to 1:9.8 supervisor per employee ratio.
- Representatives from throughout DCHS are working on Health System Transformation to develop the framework for an integrated system of physical health, behavioral health and other services for Oregon Health Plan members and the uninsured. DCHS is collaborating with representatives from health systems, government and provider agencies in the tri-county area to develop a regional plan and make recommendations to the Board of County Commissioners on Multnomah County's role in a Coordinated Care Organization.

### Developmental Disabilities Service Division

The Developmental Disabilities Service Division (DDSD) provides case management services linking consumers and families to available resources in the community that include Medicaid funded residential, employment and brokerage services for eligible clients. The goal is to assure that every person is safe, healthy and integrated into their community. This is done with person-centered planning to assure that each person's choices are respected and honored. DDSD serves over 4,200 people with intellectual and developmental disabilities diagnosed prior to the age of twenty two. Services may span the entire lifetime.

DDSD is the host for Region One, a five county regional crisis diversion program for DDSD consumers who meet certain crisis criteria. Partner counties include Clackamas, Clatsop, Columbia, and Washington. The program may provide crisis residential placement, but is focused on providing behavioral and situational assessment and support so people can stay in their current home.

DDSD will continue in FY 2013 to do outreach to the underrepresented and marginalized families and consumers with developmental disabilities. The importance of case management in assisting these families continues to be a subject of research (National Association of Social Workers) and cannot be overstated. Case management is the cornerstone for positive change in the lives of those we serve as it links families to services that include community advocates, food banks, legal support, and Medicaid services.

### Significant Changes

The DD Services for Adults program changed from serving adults ages 22 and up to 18 and up and a corresponding case load reduction was applied to the DD Services for Children program. This change became effective February 1, 2012 and improves our alignment with the state service model. A monitoring database was created for tracking adults in the revised age range. Monthly reporting and staff training will ensure more accurate statistical information.

DDSD reduced program supervision by 4.00 FTE for FY 2013 which expanded the division's management-to-staff ratio from 1:7 to 1:10.

As a result of changes to state Medicaid rules, clients who no longer qualify for Medicaid could not continue to be served by Support Service Brokerages. This increased the division's total adult case load by approximately 250 program consumers. The State allocated additional DD48 revenues to add 4.00 FTE case managers.



### Aging and Disability Services

Aging and Disability Services Division (ADS), the county's Area Agency on Aging and Disability, helps the county's 210,000 older adults, people with disabilities and veterans live independently by linking them to a wide range of quality services and resources that meet their diverse needs and preferences. A key goal is to reach older adults and people with disabilities and their families early to help them plan for their changing needs to maintain the best possible health and independence. National studies have shown that assuring easy access to information and options as early as possible allows older adults and people with disabilities to stay independent and/or transition to community settings more quickly and avoid nursing facility stays.

ADS is experiencing the predicted increase in the aging population, particularly the over-65 cohort and older adults over 85, in need of long term care (LTC) supports to remain independent. ADS is completing the transformation of its information and assistance services in accordance with the Aging and Disability Resource Connection (ADRC) model, a national best practice. The ADRC is a highly visible, trusted source for unbiased information and assistance with long term care and offers decision support for older adults, people with physical disabilities, their families and caregivers to assist them in determining what care options best fit their needs and preferences. In addition, ADS is preparing for changes to the delivery of LTC services as part of the state's transformation of health care.

### Significant Changes

ADS is actively preparing to meet the needs of the growing aging population. The agency and its surrounding county partners have established an ADRC Metro Collaborative to provide coordinated and streamlined access to long term care services and supports. It is integrating the learnings from recent grants to pilot core ADRC services, including options counseling and care transition service to enhance existing services.

These activities are also positioning ADS to respond to the upcoming changes to the health care system. ADS, in partnership with the Metro Collaborative, is building relationships with healthcare and community partners to posture for care transition funding from the Center of Medicare and Medicaid Services (CMS).

ADS will define its role in health care transformation through collaborating and coordinating with the Coordinated Care Organization (CCO) that will be serving the metropolitan area.

New General Fund resources are included for the Gatekeeper Outreach program (25032).



### Domestic Violence Coordination Office

The Multnomah County Domestic Violence Coordination Office (DVCO) provides leadership, consultation and technical assistance in the development of effective, state-of-the-art responses to domestic violence (DV).

DVCO manages County, State and Federal funds for victim services; leads, facilitates the development and implementation of collaborative projects; and assists in the procurement of resources for those projects. Collaborative projects led by DVCO include DV Enhanced Response Team (DVERT), assistance to victims and their children involved in the Child Welfare system (Safe Start), transitional housing projects and the Defending Childhood Initiative to improve responses to children exposed to a wide range of violence.

The county has built a multi-disciplinary, multi-jurisdiction, coordinated system that responds to victims and perpetrators: 5,000 victims receive community-based, in-person services, 2,000 receive District Attorney-based services, and 30,000 receive assistance by phone. Over 4,000 offenders are jailed, 1,400 are prosecuted and 1,000 are supervised by Department of Community Justice.

Despite these efforts, DV remains a significant and complex problem. New national surveys found that 1 in 15 children witness domestic violence each year, and 1 in 4 women experience severe physical violence by an intimate partner in their lifetime. Coordinated and collaborative efforts to more effectively respond to the highest risk cases continue throughout the system.

Division changes in the past year are in three key areas:

**Staffing Changes:** A new program manager/DV Coordinator was hired in April 2011. Staff turnover, restructuring and grants brought several new staff into the division.

**Grants:** DCHS received a second Defending Childhood Grant from the Department of Justice, one of eight demonstration projects nationally. This three-year grant will fund activities identified in the strategic plan developed in FY 2011. Activities will primarily focus on multidisciplinary training and capacity building to improve service providers' ability to recognize, respond to and mitigate the effects of children's exposure to violence.

**Gateway Center for Domestic Violence Services:** The joint Multnomah County-City of Portland-supported Gateway Center opened in September 2010. In its first 12 months, the Center had 7,000 visits and served 2,000 unduplicated individuals, highlighting a significant and previously unmet need for domestic violence services. Multnomah County supports Gateway through the in-kind contribution of facilities and related costs. The City of Portland currently funds administrative staff and victim services.

### Significant Changes

### Mental Health and Addiction Services

Multnomah County Mental Health and Addiction Services Division (MHASD) provides a comprehensive system of care to prevent, intervene in, and treat mental illness and addiction in adults, youth and children. Through consumer-focused, culturally responsive and evidence-based practices, MHASD serves low-income, uninsured, and homeless individuals and families, as well as anyone who is in crisis.

Multnomah County has more than 735,000 residents. Among those adult residents living at or below 200% of the Federal Poverty Level (FPL), 25% are estimated to have a mental illness. MHASD serves a large number of adults whose mental illness is severe enough to require residential care in one of the 544 licensed beds in our county.

A recent state survey found that 47,000 Oregonians were problem gamblers. MHASD gambling addiction treatment uses evidence-based practices in an outpatient setting to serve more 350 gamblers and family members each year.

MHASD has built a system of care that all of our citizens can use, whether they are uninsured or are one of the more than 100,000 Oregon Health Plan members enrolled in Verity, the County's mental health organization. Our 24/7 crisis services and our involuntary commitment investigation services are here for anyone in need.

### Significant Changes

This past year, the County, in collaboration with City of Portland, the State, and Central City Concern, opened the Crisis Assessment and Treatment Center (CATC), a 16 bed adult sub-acute facility. Since its opening, the program has achieved the target length of stay of 6 days or less. It currently serves a split of 55% uninsured indigent and 45% Medicare / Medicaid insured clients.

MHASD is actively involved in the Bazelon Project, a group of key partners working to prevent unnecessary police involvement in mental health crises. We are working with the Portland Police Bureau to develop protocols for safely taking transferred 911 calls from people better served by the Mental Health Call Center.

The MHASD staff is working to implement the State of Oregon's Adult Mental Health Initiative (AMHI) by developing supported housing beds that include 7-day-a-week in-home supports to help individuals remain in the community.

MHASD is rolling out Evolv, the electronic health record system to replace the existing system, Raintree. This required significant staff time to develop, and will require training to fully implement.

Funding is included for Peer Run Supported Employment (25059) services and ongoing funding is included for Addictions Detoxification/Post Detoxification Housing (25090B).

### Community Services Division

The Community Services Division's mission is to align services in order to create systems of support that impact poverty and increase academic success. Services are organized into three areas: Energy; Homelessness and Housing; and Anti-Poverty/Prosperity. A variety of services and supports are provided to 23,217 of the approximately 70,000 county households that are at or below 200% of the Federal Poverty Level. This is achieved through a mix of contracted services provided by non-profit social service organizations, direct services provided by County staff, and involvement with community and cross-jurisdictional initiatives. The division is the Community Action Agency for Multnomah County.

Forty-five percent of Portland households who pay more than 30% of their monthly income for housing are cost burdened. Workers with a full-time, minimum wage job cannot afford apartments of any size at fair market rates in the metro area without being cost burdened. County unemployment rates remain in the double digits. Twenty-five percent of county children under the age of five live in poverty, with children of color represented at three times the rate of Caucasian children.

This is the environment in which the division works and current need for services far outstrips available resources. The division's mission is to provide innovative and strategic thinking, leadership, action, and investment in economic development. This is critical, if our ability to exist and prosper as a caring community is to be preserved.

Significant changes include:

- Systems Alignment: beginning the next phase of Action for Prosperity II; continuing work on the 10 Year Plan to End Homelessness in collaboration with Portland Housing Bureau and Home Forward.
- Innovations: expanding the 30 Families in 30 Days pilot into the Rapid Rehousing Initiative (2511B); and implementing the Community Healing Initiative for African-American and Latino youth as a part of youth gang violence prevention.
- Efficiencies: reduction of 3.00 FTE through job reassignments to improve Weatherization Program client service; and reduction of approximately \$147,273 in costs to the Multnomah Treatment Fund (MTF) through the Homeless Benefits Recovery Project, allowing MTF to serve additional uninsured members of the community living with mental illness.
- Includes increased funding for Short-Term Rent Assistance (25133B), Action for Prosperity (25139C), and funding for outreach and shelter services for commercially sexually exploited children (25135).

### Significant Changes

### SUN Service System

The SUN Service System Division has three principal areas of oversight: contracting for services that promote academic success and family self-sufficiency within the SUN Service System (SUN SS); program delivery and service coordination through the Bienestar Social Service program at the Baltazar Ortiz Community Center; and management of data collection, reporting and evaluation activities.

As a service delivery system, the division contracts for a continuum of school-based and community-sited services that support student success and family self-sufficiency. Services include 64 SUN Community Schools, youth case management, early childhood supports and anti-poverty/prosperity services for families. An important emphasis in the SUN SS is on partnership development; administrative staff engage in activities to align services, build partnerships and strengthen the system. Staffing for the SUN Service System Coordinating Council, its workgroups, and program development are examples of these efforts. The Bienestar Social Service program is an important gateway into an array of services for Multnomah County's Latino community. Staff at Bienestar coordinate resources and services on site, triage hundreds of requests for assistance, and provide alcohol and drug and mental health services. Data collection, technical assistance, reporting and program evaluation functions are implemented across both the SUN SS and the Community Services divisions.

### Significant Changes

As a follow-up to our successful Early Childhood Community Schools Linkage project, the division was awarded a three-year project grant that uses Mind in the Making and the Seven Essential Skills as a focal point for building bridges between early childhood systems and SUN Community Schools. Training sessions provide participants the opportunity to reflect on their own experiences and practices, learn what researchers have discovered about how children learn best, and discuss how to apply this research in their role as a parent or educator.

The division was awarded a grant to expand our SUN Community Schools Training and Technical Assistance capacity. As a national leader in the community schools movement, SUN staff are often called upon to provide training and technical assistance to other communities seeking to develop a successful community schools model. The grant directly supports that work.

For the second year, the division was granted an AmeriCorps member to be sited at the Bienestar de la Familia program to enhance meaningful youth engagement opportunities for Latino youth in the NE Cully neighborhood.

Funding is included for culturally specific parent engagement services in East County (25153) and to expand SUN Community Schools (25145B) by matching East County School District funding.

# County Human Services

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## Department of County Human Services

The following table shows the programs that make up the departments total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Department Administration</b>					
25000	Director Office	\$823,735	\$419,829	\$1,243,564	5.00
25001	Human Resources	462,850	492,489	955,339	7.00
25002	Business Services Unit	2,079,805	928,537	3,008,342	21.50
25003	Contracts	897,257	158,328	1,055,585	10.00
<b>Developmental Disabilities Services</b>					
25010	DD Administration and Support	851,078	1,874,577	2,725,655	19.00
25011	DD Systems, Contracts and Budget	502,238	3,012,398	3,514,636	9.00
25012	DD Services for Adults	90,000	3,293,798	3,383,798	35.00
25013	DD Services for Children	100,799	3,001,913	3,102,712	31.80
25014	DD Abuse Investigations	204,992	660,029	865,021	8.00
25015	DD Monitoring and Crisis Services Unit	0	2,500,016	2,500,016	17.35
25016	DD Eligibility and Intake Services	380,053	355,992	736,045	7.00
<b>Aging and Disability Services</b>					
25020A	ADS Access and Early Intervention Services	3,157,156	6,270,105	9,427,261	22.85
25021	Multnomah Project Independence	298,112	0	298,112	1.00
25022	ADS Adult Care Home Program	61,662	1,725,466	1,787,128	13.00
25023	ADS Long Term Care	1,935,552	22,849,340	24,784,892	220.55
25024A	ADS Adult Protective Services	855,376	4,201,681	5,057,057	38.60
25026	ADS Public Guardian/Conservator	1,160,577	0	1,160,577	10.00
25027	ADS Administration	277,242	1,044,165	1,321,407	5.80
25028	Bed Bug Eviction Mitigation	121,000	0	121,000	0.50
25030	ADS Elders in Action Commission and Personal Advocacy	165,189	0	165,189	0.00
25032	Gatekeeper Outreach Identifying Vulnerable Adults	47,000	0	47,000	0.50
<b>Domestic Violence</b>					
25040A	Domestic Violence Victims Services and Coordination	2,335,564	1,271,815	3,607,379	8.13

# County Human Services

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Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Mental Health and Addictions Services</b>					
25050	MHASD Administration	139,295	1,108,567	1,247,862	7.00
25052	Medical Records for MHASD	710,637	0	710,637	8.00
25053	Mental Health Quality Management and Protective Services	460,356	1,366,409	1,826,765	14.10
25054	MHASD Business and Finance	298,721	1,748,630	2,047,351	7.85
25055A	Behavioral Health Crisis Services	1,220,787	3,624,395	4,845,182	10.07
25055B	Behavioral Health Crisis Services Scale Up	0	2,062,583	2,062,583	8.16
25056	Mental Health Crisis Assessment and Treatment Center (CATC)	597,500	2,822,494	3,419,994	0.00
25057	Inpatient, Subacute & Residential MH Services for Children	0	5,004,486	5,004,486	0.00
25058	Mental Health Commitment Services	1,145,981	6,634,106	7,780,087	30.10
25059	Peer-run Supported Employment Center	80,000	0	80,000	0.00
25060A	Mental Health Residential Services	1,161,659	9,264,877	10,426,536	8.60
25061	Adult Mental Health Initiative (AMHI)	0	2,644,842	2,644,842	10.98
25062	Mental Health Services for Adults	0	18,719,001	18,719,001	0.50
25063	Mental Health Treatment & Medications for the Uninsured	1,343,582	53,190	1,396,772	0.00
25064	Early Assessment and Support Alliance	0	1,130,603	1,130,603	7.20
25065A	Mental Health Services for Victims and Survivors of Domestic Violence	0	67,000	67,000	0.00
25066	Mental Health Organization Provider Tax	0	427,728	427,728	0.00
25067	Community Based Mental Health Services for Children and Families	1,677,147	10,349,998	12,027,145	18.35
25068	Multnomah Wraparound	0	1,770,293	1,770,293	13.20
25075	School Based Mental Health Services	705,649	911,906	1,617,555	13.85
25078	Culturally Specific Mental Health Services	1,324,545	0	1,324,545	0.00
25080	Adult Addictions Treatment Continuum	3,036,340	8,607,578	11,643,918	8.69
25085	Addiction Services Gambling Treatment and Prevention	0	717,995	717,995	0.31
25086	Addiction Services Alcohol and Drug Prevention	0	339,501	339,501	0.00
25088	Coordinated Diversion for Persons with Mental Illness	230,804	682,595	913,399	8.00

# County Human Services

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
25090A	Addictions Detoxification and Post-Detoxification Housing	1,174,308	1,878,359	3,052,667	0.00
25090B	Addictions Detoxification & Post-Detoxification Housing Scale Up	205,000	0	205,000	0.00
25091	Sobering	643,415	0	643,415	0.00
25094	Family and Youth Addictions Treatment Continuum	274,279	881,475	1,155,754	0.00
25098	Family Involvement Team	0	1,155,995	1,155,995	0.00
<b>Community Services</b>					
25111A	Homeless Families' Shelter and Emergency Services	534,562	360,980	895,542	0.00
25111B	HFSES - Rapid Re-Housing Initiative	325,000	0	325,000	0.00
25114	Bridges to Housing	971,204	0	971,204	0.00
25115A	Homeless Benefit Recovery Project	411,297	0	411,297	0.00
25118	Community Services Administration	908,433	0	908,433	7.50
25119	Energy Assistance	70,986	9,163,452	9,234,438	4.04
25121	Weatherization	66,919	2,865,754	2,932,673	9.96
25123	Youth Gang Prevention - Community Healing Initiative	1,311,032	0	1,311,032	1.00
25127	Court Care	29,390	29,390	58,780	0.00
25133A	Housing Stabilization for Vulnerable Populations	1,466,568	1,460,234	2,926,802	3.00
25133B	HSVP - Short-Term Rent Assistance	500,000	0	500,000	0.00
25133D	HSVP - Streetroots	20,000	0	20,000	0.00
25135	Commercial Sexual Exploitation of Children - Victims' System of Care	420,000	0	420,000	0.00
25136A	Homeless Youth System	661,585	3,332,679	3,994,264	0.83
25138A	Runaway Youth Services	803,403	194,990	998,393	0.17
25139A	Anti-Poverty Services	813,811	795,501	1,609,312	2.00
25139C	APS - Action for Prosperity Family Reunification Project	195,000	0	195,000	0.00
25140A	Community Development	65,211	351,584	416,795	1.00

# County Human Services

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>SUN Service System</b>					
25143A	SUN Service System Administration	938,372	0	938,372	7.32
25145A	SUN Community Schools	3,467,728	1,049,821	4,517,549	1.98
25145B	SUN Community Schools Expansion	144,000	0	144,000	0.00
25147A	Child and Family Hunger Relief	125,000	0	125,000	0.50
25149A	Social and Support Services for Education Success	1,957,867	311,871	2,269,738	1.00
25151A	Parent Child Development Services	1,414,436	94,044	1,508,480	1.00
25153	Culturally Specific Parent Engagement	50,000	0	50,000	0.00
25154	Alcohol, Tobacco and Other Drug Services	127,890	0	127,890	0.00
25155	Services for Sexual Minority Youth	109,614	0	109,614	0.00
25156A	Bienestar Social Services	<u>643,024</u>	<u>0</u>	<u>643,024</u>	<u>5.40</u>
<b>Total Department of County Human Services</b>		<b>\$51,789,574</b>	<b>\$158,045,384</b>	<b>\$209,834,958</b>	<b>713.24</b>



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**Lead Agency:** County Human Services

**Program Contact:** Kathy Tinkle

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Department of County Human Services (DCHS) Director's Office provides vision, leadership, and policy direction; facilitates the development of the department's mission and strategic direction; functions as the County's Mental Health Authority; and sets Departmental priorities that support the overall county mission.

### Program Description

The DCHS Director's Office is responsible for ensuring that programs and activities are responsive and accountable, particularly in regard to legislative mandates. The DCHS Director's Office is responsible for communicating the department's vision, mission, and priorities to decision makers, community partners, citizens and employees. The Director's Office takes the lead role in building partnerships that align service delivery in the most effective manner and in generating additional public/private resources in support of the human service system of care.

The DCHS Director's Office initiates and collaborates in planning with county elected officials, community leaders, other jurisdictions and leaders of other county departments; provides clear direction and decision making; defines the mission and vision for the department; continuously seeks improvements and new innovations; and communicates outcomes and evaluations.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of formal communications to employees <sup>1</sup>	89	50	50	50
Outcome	Advisors agree/strongly agree with statement: Overall, D.O. does its job well <sup>2</sup>	0.0%	92.0%	100.0%	0.0%
Output	Legislative contacts <sup>3</sup>	26	15	25	25

### Performance Measure - Description

<sup>1</sup>Formal communications include director's brown bag sessions, all-staff emails and meetings with staff groups such as district offices or the department Employees of Color employee group.

<sup>2</sup>This outcome is measured by a survey of advisory group members in alternating years. The survey was completed January 2012, and will be repeated January 2014.

<sup>3</sup>Legislative contacts - This is a measure suggesting the degree of communication with legislative partners. Number will vary from year to year, owing to biennial legislative session.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$378,460	\$184,252	\$542,424	\$222,508
Contracts	\$207,733	\$69,625	\$206,743	\$134,911
Materials & Supplies	\$31,185	\$16,090	\$6,930	\$43,500
Internal Services	\$11,547	\$171,908	\$67,638	\$18,910
Total GF/non-GF:	<b>\$628,925</b>	<b>\$441,875</b>	<b>\$823,735</b>	<b>\$419,829</b>
Program Total:	<b>\$1,070,800</b>		<b>\$1,243,564</b>	
Program FTE	2.68	1.32	3.62	1.38
<b>Program Revenues</b>				
Fees, Permits & Charges	\$628,925	\$0	\$823,735	\$0
Intergovernmental	\$0	\$441,875	\$0	\$419,829
<b>Total Revenue:</b>	<b>\$628,925</b>	<b>\$441,875</b>	<b>\$823,735</b>	<b>\$419,829</b>

**Explanation of Revenues**

\$305,178 - Title XIX: Based on FY12 Revised Budget

\$114,651 - State Mental Health Grant Local Admin: Based on FY12 Revised Budget

\$823,735 - County General Fund Department Indirect: Based on FY13 Dept Indirect Rate published by Central Finance

**Significant Program Changes**

**Last year this program was:** #25000, Director's Office

Add 1.0 FTE Program Specialist Senior, this position will focus on department wide initiatives and planning/policy development for critical departmental issues.

**Lead Agency:** County Human Services

**Program Contact:** Kathy Tinkle

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

DCHS Human Resources support nearly 700 regular and 33 temporary employees located throughout the county. HR services include recruiting, hiring and retaining staff; workforce and succession planning; new employee orientation; employee/labor relations; records management; management and employee training; employment law and labor contract compliance; and performance management consultation.

### Program Description

The Human Resources team provides services and consultation to managers and employees. Represented employees are covered by one of two labor contracts and some work multiple shifts/schedules that span 24 hour/daily operations. Principal functions and goals of the Human Resources group include: 1. Organizational consultation to ensure HR services and strategies support and add value to DCHS business strategies; 2. Performance management coaching to ensure fair and equitable treatment for all employees and adherence to the county's personnel rules, policies and labor contracts; 3. Integration of departmental HR services with Central Human Resources and Labor Relations to develop and implement consistent and effective HR solutions and programs; 4. Succession and workforce planning to ensure a diverse and talented pool of employees to fill future openings.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of recruitments conducted	136	110	178	140
Outcome	Management satisfaction with HR consultation and services <sup>1</sup>	59.0%	70.0%	75.0%	75.0%

### Performance Measure - Description

<sup>1</sup> Management satisfaction increased from 18% last year to 59% in 2011.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$375,579	\$298,395	\$378,208	\$453,033
Contracts	\$1,307	\$100	\$700	\$800
Materials & Supplies	\$2,540	\$17,302	\$1,001	\$18,299
Internal Services	\$6,608	\$52,839	\$82,941	\$20,357
Total GF/non-GF:	<b>\$386,034</b>	<b>\$368,636</b>	<b>\$462,850</b>	<b>\$492,489</b>
Program Total:	<b>\$754,670</b>		<b>\$955,339</b>	
Program FTE	3.36	2.64	3.31	3.69
<b>Program Revenues</b>				
Fees, Permits & Charges	\$96,722	\$0	\$31,471	\$0
Intergovernmental	\$0	\$368,636	\$0	\$492,489
<b>Total Revenue:</b>	<b>\$96,722</b>	<b>\$368,636</b>	<b>\$31,471</b>	<b>\$492,489</b>

**Explanation of Revenues**

\$377,838 - Title XIX: Based on FY12 revised budget

\$114,651 - State Mental Health Grant Local Admin: Based on FY12 revised budget

\$31,471 - County General Fund Department Indirect: Based on FY13 Dept Indirect Rate published by Central Finance

\$431,379 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25001, Human Resources

Increases 1.00 FTE - Human Resource Analyst Senior, a position that will focus on equity and outreach.

**Lead Agency:** County Human Services

**Program Contact:** Kathy Tinkle

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Department of County Human Services (DCHS) Business Services provides administrative, financial and business support for the department. Services include development, management and administration of the department's multimillion dollar budget; grants management; accounts receivable; accounts payable; purchasing; facilities coordination; and customer service via the reception desk. Business Services staff serve as liaison between the department and internal service providers such as County Finance, Central Budget, Facilities and Property Management, Information Technology, and Fleet, Records, Electronics, Distribution and Stores(FREDS).

### Program Description

Business Services supports the work of the department by providing: budget development, management and reporting; accounts payable and receivable; grant accounting and reporting for approximately 140 funding sources; and implementation of, and compliance with, all county, state and federal fiscal policies and procedures related to the business of this department.

Business Services personnel provide administrative and support services for the department; work across the county with other departments and agencies in coordinating the provision of information technology, facilities management and FREDS; function as liaison to the DCHS Citizen Budget Advisory Committee; and represent the department on several countywide workgroups and committees.

DCHS Business Services provides responsible leadership; sound budgetary and financial management; and delivers results that are consistent with the department's and county's priorities.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of invoices paid in 30 days or less	76.0%	77.0%	75.0%	75.0%
Outcome	Percent of financial reports submitted to the grantor error free	99.0%	99.0%	99.0%	99.0%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,160,328	\$728,346	\$1,244,974	\$711,517
Contracts	\$810,270	\$6,400	\$742,375	\$10,500
Materials & Supplies	\$35,864	\$22,514	\$4,367	\$42,655
Internal Services	\$49,269	\$323,522	\$88,089	\$163,865
Total GF/non-GF:	<b>\$2,055,731</b>	<b>\$1,080,782</b>	<b>\$2,079,805</b>	<b>\$928,537</b>
Program Total:	<b>\$3,136,513</b>		<b>\$3,008,342</b>	
Program FTE	13.30	8.20	14.26	7.24
<b>Program Revenues</b>				
Fees, Permits & Charges	\$621,324	\$0	\$865,991	\$0
Intergovernmental	\$0	\$1,080,782	\$0	\$928,537
<b>Total Revenue:</b>	<b>\$621,324</b>	<b>\$1,080,782</b>	<b>\$865,991</b>	<b>\$928,537</b>

**Explanation of Revenues**

\$770,09 - Title XIX: Based on FY12 revised budget

\$158,328 - State Mental Health Grant, Local Admin: Based on FY12 revised budget

\$865,991 - County General Fund Department Indirect: Based on FY13 Dept Indirect Rate published by Central Finance

\$688,641 - County General Fund Match

\$525,173 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25002, Business Services Unit

Reduced 1.00 FTE - Finance Specialist Sr. (Vacant); Adds 1.0 FTE Finance Manager to oversee and manage finance functions at the department level.

**Lead Agency:** County Human Services

**Program Contact:** Kathy Tinkle

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

DCHS Contracts Unit coordinates and provides all procurement and contracting functions for the department. The unit serves as liaison between the department and county Central Purchasing. Nearly 65% of the total funds in the department are contracted to community-based providers for services to the vulnerable populations served by DCHS. The unit ensures implementation of and compliance with county contracting and procurement policies and procedures.

### Program Description

DCHS Contracts Unit provides procurement and contracting support for more than 600 contracts and amendments for Aging and Disability Services, Developmental Disabilities Services, Mental Health and Addiction Services, the Domestic Violence Coordinator's Office, the SUN Service System and Community Services.

In FY13, the Contracts Unit will continue to take a lead role in the implementation of the January 2009 Contract Action Team Report recommendations through the Contract Redesign process. It will also actively participate in the implementation of Supplier Relationship Management(SRM).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of executed contracts and amendments <sup>1</sup>	400	400	400	400
Outcome	Percent of annual contract renewals executed prior to July 1st <sup>2</sup>	66.0%	80.0%	51.0%	50.0%

### Performance Measure - Description

<sup>1</sup> The number of new contracts written for FY13 will remain steady at 400 due to the five year contracts already in place. Consequently, the heavy workload will be shifted to updating the internal SAP contract documents.

<sup>2</sup> Due to timing of the Contract Services Redesign (CSR) and Supplier Relationship Management(SRM) implementation, the overall outcomes for FY13 may be impacted.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$888,541	\$22,043	\$789,008	\$144,076
Contracts	\$5,056	\$0	\$5,056	\$0
Materials & Supplies	\$3,604	\$18,271	\$6,569	\$12,383
Internal Services	\$10,625	\$52,452	\$96,624	\$1,869
Total GF/non-GF:	<b>\$907,826</b>	<b>\$92,766</b>	<b>\$897,257</b>	<b>\$158,328</b>
Program Total:	<b>\$1,000,592</b>		<b>\$1,055,585</b>	
Program FTE	9.79	0.21	8.41	1.59
<b>Program Revenues</b>				
Fees, Permits & Charges	\$172,915	\$0	\$0	\$0
Intergovernmental	\$0	\$92,766	\$0	\$158,328
<b>Total Revenue:</b>	<b>\$172,915</b>	<b>\$92,766</b>	<b>\$0</b>	<b>\$158,328</b>

**Explanation of Revenues**

\$158,328 - State Mental Health Grant Local Admin: Based on FY12 revised budget

\$897,257 - County General Fund

**Significant Program Changes**

Last year this program was: #25003, Contracts

**Lead Agency:** County Human Services

**Program Contact:** Patrice Botsford

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Developmental Disabilities Administration provides oversight and assures Medicaid status of the Developmental Disabilities Services Division. This unit ensures more than 4,200 people are provided quality case management, and, where eligible, provides residential services in the community, and employment supports. Administration leads the agency in continuous quality performance improvement through records management; monthly quality assurance activities that include comprehensive file reviews, staff training and site visits; and strategic analysis of DDSD business functions.

### Program Description

Developmental Disabilities Administration oversees all programs and partners, and seeks resolution on complaints and grievances. In addition, the program influences state policy. It maximizes resources by leveraging local funds and collaborating with other counties; develops the workforce; and seeks to continuously improve service delivery. Administration supports the accountability of leadership, resource management and performance-based outcomes and assures outreach is extended to diverse under-represented populations. The division leverages federal match for administrative services using county funds to provide administrative tracking and oversight required by the state.

In an effort to shift towards industry best practices there have been some significant changes to the methodology used for quality assurance in the division. In this new methodology, DD management reviews client records using a stratified sampling method with a more focused review that is statistically valid, and is in compliance with federal and state requirements and the most recent Oregon Administrative Rule changes. Along with these changes, the division has also improved its performance outcome measures as a result of consultation with the Federal Centers for Medicare and Medicaid Services Technical Assistance contractor. As a result of these changes there will be significant reduction in the number of reviews needed this year.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of client records audited annually for compliance	0	3,900	1,300	1,300
Outcome	% of records audited that are Medicaid Compliant	0.0%	65.0%	65.0%	70.0%

### Performance Measure - Description

Performance Measure unchanged but significant change in methodology per Program Description.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,288,762	\$0	\$1,746,491
Contracts	\$686,461	\$52,195	\$686,461	\$52,195
Materials & Supplies	\$0	\$28,114	\$3,699	\$18,418
Internal Services	\$0	\$205,327	\$160,918	\$57,473
Total GF/non-GF:	<b>\$686,461</b>	<b>\$1,574,398</b>	<b>\$851,078</b>	<b>\$1,874,577</b>
Program Total:	<b>\$2,260,859</b>		<b>\$2,725,655</b>	
Program FTE	0.00	14.00	0.00	19.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$1,354,264	\$0	\$1,874,577
Other / Miscellaneous	\$0	\$220,134	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,574,398</b>	<b>\$0</b>	<b>\$1,874,577</b>

**Explanation of Revenues**

\$1,418,312 - State Mental Health Grant Local Admin: Based on FY12 revised budget

\$456,265 - State Mental Health Grant Case Management: Based on FY12 revised budget and FY11 Accepted Match Application

\$164,617 - County General Fund

\$686,461 - County General Fund Match - Based on FY12 Accepted Match Application

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #25010, DD Administration and Support

1.0 FTE Program Specialist Sr - Add from FY12 re-balance

2.0 FTE Office Assistant 2 - Add from FY12 re-balance

1.0 FTE Office Assistant 2 - NEW

1.0 FTE Program Specialist Sr - NEW

**Lead Agency:** County Human Services

**Program Contact:** Patrice Botsford

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Developmental Disabilities Systems, Contracts and Budget unit provides oversight for the division's budget, client systems for enrolling clients into services, and procurements and contracts. The unit is responsible for managing funding for comprehensive services to clients. Unit staff track and verify revenue, ensure the funds are applied to appropriate cost centers, and oversee expenses and changes that are incurred. The unit conducts monthly review of each service element to ensure they balance to the state CPMS system for those services paid by the county and to eXPRS for those services paid directly by the state. The unit is responsible for submitting all required forms to the state for client service changes, monitoring funding for services and ensuring appropriate application of waived services. In addition, the unit ensures availability of state funded services to clients by managing and monitoring provider contracts.

### Program Description

In maintaining and managing the personnel budget, the division works with the Department Administration and Business Services to identify revenue versus positions and costs to develop an annual budget for the division. This also includes processing budget modifications and providing budget analysis as needed. The unit is responsible for management of service contracts with providers which involves determination of regulatory requirements; initiation of appropriate contracts, amendments and negotiation of contract terms and conditions; as well as public procurements and following and implementing county administrative procedures. The unit is responsible for tracking and verifying revenue for 24-hour residential, foster care and employment which are direct pay to providers from the state; transportation, rent subsidy, county crisis funds, family support funds, kids long-term diversion and adult in-home services which are paid through the county to providers, as well as tracking and verifying revenues for adult protective services, targeted case management and LA02 (local admin funds) which are for personnel and operating expenses. This includes the ongoing review and reporting of funding allocations, service expenditures, completing and securing budget approval, verifying client enrollment in the service and required reporting. In managing the revenue and expenditures, the unit tracks all budget costs for 130 employees and approximately 1,500 clients in comprehensive waived services.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	% of 0337 forms accurately processed monthly <sup>1</sup>	0.0%	80.0%	95.0%	90.0%
Outcome	% of errors noted in monthly CPMS reconciliation <sup>2</sup>	0.0%	20.0%	3.5%	5.0%

### Performance Measure - Description

<sup>1</sup> The 0337 form is the mechanism in which clients are entered into and exited from services. This program is responsible for ensuring accurate completion and data entry into the State eXPRS payment system.

<sup>2</sup> This unit is responsible for reconciling expenditures to funds received from Office of Developmental Disabilities Services for support services. This reconciliation ensures that our information correlates to what the State CPMS system has.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,514,546	\$0	\$848,627
Contracts	\$448,842	\$44	\$422,189	\$0
Materials & Supplies	\$24,000	\$7,445,127	\$5,000	\$2,135,077
Internal Services	\$0	\$117,330	\$75,049	\$28,694
Total GF/non-GF:	<b>\$472,842</b>	<b>\$9,077,047</b>	<b>\$502,238</b>	<b>\$3,012,398</b>
Program Total:	<b>\$9,549,889</b>		<b>\$3,514,636</b>	
Program FTE	0.00	8.00	0.00	9.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$8,951,256	\$0	\$3,012,398
Other / Miscellaneous	\$0	\$125,791	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$9,077,047</b>	<b>\$0</b>	<b>\$3,012,398</b>

**Explanation of Revenues**

\$20,588 - Housing Authority of Portland: Based on FY12 revised budget  
 \$905,441 - State Mental Health Grant Local Admin: Based on FY12 revised budget  
 \$28,000 - Crisis Intervention: Based on FY12 revised budget  
 \$1,339,808 - Self-Directed Individual/Families: Based on FY12 revised budget  
 \$10,920 - Special Projects: Based on FY12 revised budget  
 \$54,888 - Foster Care: Based on FY12 revised budget  
 \$249,983 - Family Support Services: Based on FY12 revised budget  
 \$383,322 - Long Term Support for Children: Based on FY12 revised budget  
 \$19,448 - Regional Crisis Coordination  
 \$391,536 - County General Fund Match: Based on FY11 Accepted Match Application  
 \$110,702 - County General Fund

**Significant Program Changes** **Significantly Changed**

**Last year this program was:** #25011, DD Systems, Contracts and Budget

Adding 1.0 FTE Program Technician pending Class/Comp study. This is a new position to improve the unit's ability to generate timely provider payments, improve fiscal management and meet state reporting deadlines.

State funds for DD53 - Transportation Services (\$4,145,728) and DD56 - Rent Subsidies (\$553,265) are now paid directly to providers through the eXPRS payment system. As a result these revenues will no longer be included in the DDSD budget.

**Lead Agency:** County Human Services

**Program Contact:** Jeanne Wheaton

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program case manages approximately 3,000 Medicaid recipients who have been determined to have a developmental disability out of the 4,200 total caseload of developmentally disabled consumers. Of the adult consumers, approximately 1,935 are actively enrolled in a funded residential and/or vocational program under the Home and Community Based Waiver. The primary responsibility is to monitor 317 residential, adult foster care, supported living and vocational service sites to assure that providers are in compliance with the Oregon Administrative Rules and also to assure the health and safety of the program consumers.

### Program Description

Case Management services for adults with developmental disabilities are person-centered with the goal of linking clients with services and resources in their neighborhoods. In addition, staff assists clients in applying for financial and housing benefits. Monitoring customer health and safety is our primary responsibility. Case Management assists customers by involving family, friends and community partners in their lives in order to promote an enriched quality of life by developing skills, confidence, self-worth and independence in order to assist adults with developmental disabilities in the areas of self-care, behavior and resource coordination. This program partners with state and local organizations that have mutual interest in our clients, such as community justice, mental health and the Department of Vocational Rehabilitation. Through program interventions to avert crisis situations and monitoring of customer and provider health and safety concerns, instances of abuse are more likely to be detected and investigated assuring the customer to continue to live more independently. The importance of monitoring will continue to increase as funding reductions are made to programs serving adults.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total number of adults served. <sup>1</sup>	2,300	2,300	2,045	2,100
Outcome	Total monitoring visits for residential sites. <sup>2</sup>	4,850	4,850	4,850	4,850

### Performance Measure - Description

<sup>1</sup> Program #25012 changed from serving adults ages 22 and up to 18 and up. This change became effective 2/1/12. A monitoring database has been created for tracking adults in the revised age range. Monthly reporting in addition to training for staff will ensure more accurate statistical information.

<sup>2</sup> During FY 11-12 a new system for tracking site monitoring is being utilized. This will allow for a more accurate process to collect statistical information.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,176,794	\$0	\$2,930,761
Contracts	\$0	\$5,000	\$0	\$10,000
Materials & Supplies	\$0	\$118,877	\$0	\$40,747
Internal Services	\$0	\$294,572	\$90,000	\$312,290
Total GF/non-GF:	<b>\$0</b>	<b>\$2,595,243</b>	<b>\$90,000</b>	<b>\$3,293,798</b>
Program Total:	<b>\$2,595,243</b>		<b>\$3,383,798</b>	
Program FTE	0.00	26.00	0.00	35.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$2,571,654	\$0	\$3,293,798
Other / Miscellaneous	\$0	\$23,589	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$2,595,243</b>	<b>\$0</b>	<b>\$3,293,798</b>

**Explanation of Revenues**

\$176,777 - State Mental Health Grant Local Admin: Based on FY12 revised budget

\$3,117,021 - State Mental Health Grant Case Management: Based on FY12 revised budget and FY11 Match Application

\$90,000 - County General Fund

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #25012, DD Services for Adults

The DD Services for Adults program changed from serving adults ages 22 and up to 18 and up and a corresponding caseload reduction was applied to the DD Services for Children program. This change became effective 2/1/12 and improves our alignment with the State service model. A monitoring database has been created for tracking adults in the revised age range. Monthly reporting in addition to training for staff will ensure more accurate statistical information.

This program now includes consumers aged 18 to 21, who previously were included in the Services for Children program offer number 25013. Therefore it now includes 5.0 FTE Case Managers who were moved into this program offer from 25013- Services for Children.

4.0 FTE Case Manager 2 - Add from FY12 re-balance

**Lead Agency:** County Human Services

**Program Contact:** Jeanne Wheaton

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program case manages approximately 1,200 children (birth to 17) who have been determined to have a developmental disability out of the 4,200 total caseload of developmentally disabled consumers. The majority of the children served live in their family homes. Services for these children include referrals to community resources, family to family support groups, assistance with school programs and training opportunities for families. These services allow children with serious disabilities to remain in their family homes to prevent placement in child foster care and residential sites.

### Program Description

Services for children are child-centered and family focused, providing assistance required to maintain the child in the family home. Funding for services to children is only 2% of all service funds, including those managed here and paid through the state. Child-centered planning and supports help to identify the customer's interests, focus on strengths, promote independence and self-worth, and map out family, friends and community members as potential resources. As a child approaches 18 planning is done to transition the customer to adult services. The program partners with state and local organizations that have mutual interest in our clients. This partnership strengthens families and helps to reduce the higher costs of out-of-home crisis placements or permanent placement in institutions. Resource referrals increase in importance due to the budget cuts in programs for children.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of children served. <sup>1 2</sup>	1,600	1,900	1,200	1,250
Outcome	# of resource referrals to families with children enrolled in family support. <sup>2</sup>	0	5,350	4,652	4,660

### Performance Measure - Description

<sup>1</sup> Larger number of children turning 18 entered Brokerage or other Adult services than anticipated. In addition, changing state guidelines for the eligibility redetermination process resulted in a lower number of eligible children than originally projected.

<sup>2</sup> Program #25013 changed from serving children ages birth to 21 to birth through 17. This change became effective 2/1/12. Monthly reporting in addition to training for staff will assure more accurate statistical information.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,959,608	\$0	\$2,676,041
Contracts	\$24,140	\$0	\$24,140	\$0
Materials & Supplies	\$0	\$54,955	\$0	\$37,022
Internal Services	\$295,881	\$205,385	\$76,659	\$288,850
Total GF/non-GF:	<b>\$320,021</b>	<b>\$3,219,948</b>	<b>\$100,799</b>	<b>\$3,001,913</b>
Program Total:	<b>\$3,539,969</b>		<b>\$3,102,712</b>	
Program FTE	0.00	34.80	0.00	31.80
<b>Program Revenues</b>				
Indirect for dep't Admin	\$2,298	\$0	\$0	\$0
Intergovernmental	\$0	\$3,127,536	\$0	\$3,001,913
Other / Miscellaneous	\$0	\$92,412	\$0	\$0
<b>Total Revenue:</b>	<b>\$2,298</b>	<b>\$3,219,948</b>	<b>\$0</b>	<b>\$3,001,913</b>

**Explanation of Revenues**

\$192,498 - State Mental Health Grant Local Admin: Based on FY12 revised budget

\$2,809,415 - State Mental Health Grant Case Management: Based on FY12 revised budget and FY11 Match Application

\$100,799 - County General Fund

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #25013, DD Services for Children

The DD Services for Adults program changed from serving adults ages 22 and up to 18 and up and a corresponding caseload reduction was applied to the DD Services for Children program. This change became effective 2/1/12 and improves our alignment with the State service model. A monitoring database has been created for tracking adults in the revised age range. Monthly reporting in addition to training for staff will ensure more accurate statistical information.

Subsequent to elimination of the High School Transition team, 1.0 FTE Program Supervisor position was eliminated. 5.0 FTE Case Manager 2 positions were moved to the adult unit. The remaining case management staff positions were divided between the other two Childrens' Services supervisors. This program offer will now serve children aged birth to 17, not to 21.

3.0 FTE Case Manager 2 - Add from FY12 re-balance

**Lead Agency:** County Human Services

**Program Contact:** Patrice Botsford

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Abuse Investigation Team reviews all serious incident reports submitted to the county. They determine which reports meet Oregon's definition of abuse/neglect and investigate those incidents. Abuse investigators screen approximately 3,000 serious event reports per year and conduct an average of 260 investigations annually. The team maintains ongoing relationships with local, state and federal law enforcement; the Psychiatric Security Review Board; and facilitates the District Attorney's Multi-Disciplinary Team as legislated in House Bill 2442.

### Program Description

The primary responsibility of the investigation unit is to ensure appropriate safety plans are in place and to conduct thorough, unbiased investigations. Investigators perform these duties as the designee of the State of Oregon and under the oversight of the Office of Investigations and Training.

This unit investigates allegations of abuse, neglect or exploitation of adults now or previously enrolled in the Developmental Disabilities system. This includes clients served by the brokerages who don't receive county case management. Brokerages are a secondary case management system to which clients may be referred. The county Developmental Disabilities program retains Medicaid responsibilities for these clients. As of 2010, the abuse investigators have jurisdiction and responsibility to investigate care providers and non-care providers when a trusted relationship exists under expanded definitions of abuse in accordance with HB 2442. Currently the estimated number of Serious Incident Reports received is 2,534 for review.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of investigations.	222	300	200	225
Outcome	Investigations completed within 45 days OAR. <sup>1</sup>	80.0%	85.0%	75.0%	0.0%
Outcome	% of abuse referrals screened within 5 working days. <sup>2</sup>	49.0%	0.0%	70.0%	80.0%

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup> Discontinue this measure.

<sup>2</sup> New outcome measure, the Office of Investigations and Training has set a standard of review within 5 working days.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$198,274	\$402,532	\$204,992	\$558,763
Materials & Supplies	\$3,786	\$10,291	\$0	\$9,315
Internal Services	\$33,249	\$66,780	\$0	\$91,951
Total GF/non-GF:	<b>\$235,309</b>	<b>\$479,603</b>	<b>\$204,992</b>	<b>\$660,029</b>
Program Total:	<b>\$714,912</b>		<b>\$865,021</b>	
Program FTE	2.33	4.67	2.50	5.50
<b>Program Revenues</b>				
Intergovernmental	\$0	\$355,170	\$0	\$660,029
Other / Miscellaneous	\$0	\$124,433	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$479,603</b>	<b>\$0</b>	<b>\$660,029</b>

**Explanation of Revenues**

\$67,002 - State Mental Health Grant Local Admin: Based on FY12 revised budget

\$593,027 - State Mental Health Grant: Based on FY12 revised budget

\$204,992 - County General Fund

**Significant Program Changes**

✔ Significantly Changed

**Last year this program was:** #25014, DD Abuse Investigations

In the State rebalance budget, 1.0 FTE human services investigator was restored. In addition we will be adding a Limited duration investigator with Carryover DD55 funds, which can only be used for Abuse Investigators for developmentally disabled clients.

**Lead Agency:** County Human Services

**Program Contact:** Patrice Botsford

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Developmental Disabilities Monitoring and Crisis Services Unit has oversight of 24-hour comprehensive residential and employment programs, transportation, and support brokerage services, and provides crisis services to more than 1,400 adults and children with developmental disabilities who qualify for comprehensive services. These services range from short-term crisis support or crisis placement, to in-home supports and/or long-term residential placements. The unit is responsible for arranging crisis placements and managing facility support services, and monitoring services provided by contracted agencies and/or families. These supports are accessed through the crisis system when the client is at risk for civil commitment, out of home placement, and/or when health and safety are at risk.

### Program Description

To access comprehensive and support services the individual must meet the criteria for crisis services. Supports can include: accessing a crisis bed, behavior consultation, nursing support, respite and other supports needed to stabilize the client; and long-term supports including residential placement, supported living, in-home supports and employment/alternatives to employment.

The unit also completes programmatic monitoring to ensure compliance with county contracts, Oregon Administrative Rules and Oregon Statutes. They participate in on-site licensing reviews conducted by the state Office of Developmental Disabilities Services and provide contractors with technical assistance to support them in meeting requirements. The unit monitors health and safety issues that are programmatic as opposed to client-specific concerns. They work with the Abuse Investigations team to ensure required actions are completed and ongoing issues are addressed.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of programmatic monitoring visits performed by the unit.	400	415	400	400
Outcome	% of clients receiving crisis services, who are stable at 6 months post crisis <sup>1</sup>	0.0%	93.0%	98.0%	96.0%

### Performance Measure - Description

<sup>1</sup> Stable is defined as not having a new crisis case opened to request crisis diversion services within 6 months of closure of previous case.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,325,101	\$0	\$1,659,391
Contracts	\$0	\$232,751	\$0	\$240,611
Materials & Supplies	\$0	\$3,314,343	\$0	\$380,844
Internal Services	\$0	\$257,232	\$0	\$219,170
Total GF/non-GF:	<b>\$0</b>	<b>\$5,129,427</b>	<b>\$0</b>	<b>\$2,500,016</b>
Program Total:	<b>\$5,129,427</b>		<b>\$2,500,016</b>	
Program FTE	0.00	14.10	0.00	17.35
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$5,000	\$0	\$10,000
Intergovernmental	\$0	\$4,846,757	\$0	\$2,490,016
Other / Miscellaneous	\$0	\$277,670	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$5,129,427</b>	<b>\$0</b>	<b>\$2,500,016</b>

**Explanation of Revenues**

\$10,000 - Fees; Based on historical average

\$570,553 - State Mental Health Grant Local Admin: Based on FY12 revised budget

\$360,000 - State Mental Health Grant: Based on FY12 revised budget

\$361,157 - State Mental Health Grant Case Management: Based on FY12 revised budget

\$1,198,306 - State Mental Health Grant Regional Funding: Based on FY12 revised budget

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #25015, DD Monitoring and Crisis Services Unit

Restoration of 2.0 FTE program specialist, 1.0 FTE program technician in the State rebalance budget process. The restoration will provide the ability to maintain health and safety monitoring of contracted providers to ensure regulatory compliance and quality of care.

**Lead Agency:** County Human Services

**Program Contact:** Patrice Botsford

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Eligibility is the entryway to developmental disabilities services and introduces potential clients to county services. Intakes average 62 people per month with a total of approximately 752 per year. In addition, this team is required to re-evaluate approximately 264 clients per year to determine continuing eligibility for developmental disabilities services.

### Program Description

Eligibility/Intake is the single point of access to services for persons with developmental disabilities. The Eligibility and Intake unit ensures that eligible clients gain access to services and redetermines eligibility of existing clients to ensure their continued appropriateness for ongoing services. Once eligible, Intake transfers the client into the appropriate Developmental Disabilities case management unit for immediate access to program services. Per state rule, eligibility must be redetermined for children at ages 7, 18 and for clients who have developmental disabilities other than mental retardation by age 22. The intake and eligibility unit facilitated intake services for over 20 different languages in the FY 10 and FY 11. The division has the capability of providing bilingual intakes in Spanish, Vietnamese, Russian, Mandarin, Cantonese and Farsi.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of intake eligibility referrals	688	828	759	775
Outcome	% of referrals made eligible for DD services.	60.0%	71.0%	75.0%	71.0%
Output	# of inservice determinations <sup>1</sup>	366	225	258	250

### Performance Measure - Description

<sup>1</sup> Inservice determinations refer to the mandated evaluations of all clients at age 7, 18 and 22 to determine ongoing eligibility for disability services.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$350,402	\$197,553	\$307,648	\$309,790
Contracts	\$30,000	\$0	\$30,000	\$0
Materials & Supplies	\$6,500	\$6,671	\$3,900	\$4,250
Internal Services	\$57,080	\$32,073	\$38,505	\$41,952
Total GF/non-GF:	<b>\$443,982</b>	<b>\$236,297</b>	<b>\$380,053</b>	<b>\$355,992</b>
Program Total:	<b>\$680,279</b>		<b>\$736,045</b>	
Program FTE	4.00	2.00	3.35	3.65
<b>Program Revenues</b>				
Intergovernmental	\$0	\$96,096	\$0	\$355,992
Other / Miscellaneous	\$0	\$140,201	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$236,297</b>	<b>\$0</b>	<b>\$355,992</b>

**Explanation of Revenues**

\$276,996 - State Mental Health Grant Local Admin: Based on FY12 revised budget

\$78,996 - Case Management: Based on FY12 revised budget

\$380,053 - County General Fund

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #25016, DD Eligibility and Intake Services

Restoration of 1.0 FTE case manager 1 in state rebalance budget process to continue ability to reduce processing times through retrieval of documentation and improve service to customers.

**Lead Agency:** County Human Services

**Program Contact:** Lee Girard

**Program Offer Type:** Existing Operating

**Related Programs:** 25021

**Program Characteristics:**

**Executive Summary**

Aging and Disability Services Access and Early Intervention Services are the first point of contact for the county's 210,000 elderly, people with disabilities and veterans. Annually, 77,067 callers receive information and assistance and 11,381 people receive a variety of in-home, community and emergency services that support independence and prevent institutionalization and homelessness. These services are provided through the 24/7 Helpline and five District Senior Centers (neighborhood-based non-profit agencies).

**Program Description**

Aging and Disability Services Division (ADS) is the Area Agency on Aging and Disability for Multnomah County and as such is mandated to provide a comprehensive, coordinated service delivery system for older adults and people with disabilities, emphasizing low-income, limited English-speaking, ethnic minorities and frail persons. The Area Agency's goal is to help people stay active, independent and healthy, preventing or delaying nursing home admission, while employing evidence-based practices of cultural competency and practices to ensure effective outcomes.

Helpline and District Senior Center employees and volunteers counsel and connect older adults, people with disabilities, veterans and their families to county and community resources, public benefits, long-term care services and emergency services. ADS, together with contracted partners, provide case management and in-home services to more than 4,963 older adults and their families. These services are funded through Oregon Project Independence, Older Americans Act and County General Fund.

Transportation is provided to 1,401 individuals so they can access medical, nutrition and social supports. District Senior Centers provide 3,884 health, wellness and recreation activities to 27,617 seniors.

The ADS network provided 626,576 congregate and home-delivered meals in the last fiscal year. Ethnic-specific community organizations provided targeted outreach and nutrition services to 981 ethnic and racial minority elders.

Veterans services officers counsel 1,570 individuals and file claims for over 731 veterans, helping them to access over \$30 million annually in benefits and pensions.

Emergency Services help vulnerable, older adults and people with disabilities avoid homelessness and acute health emergencies by providing emergency housing assistance to 490 individuals, emergency prescription assistance to 166 individuals and special medical assistance to 255 individuals. Almost 90% of people receiving housing assistance retained their housing after six months.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Individuals receiving in-home, community and emergency services <sup>1</sup>	11,381	13,000	12,000	12,000
Outcome	Clients served that are ethnic/racial minorities (% of total elders served)	25.4%	25.0%	25.0%	25.0%
Output	Helpline and District Center Assistance calls	77,067	78,000	78,000	78,000

**Performance Measure - Description**

<sup>1</sup>Although need and request for assistance is growing, available funding will limit number served in FY13.



## Legal/Contractual Obligation

ADS, as the state designated Area Agency on Aging and Disability for Multnomah County, is mandated under the most recent revision of the Older Americans Act, PL 109-365 amending Sec. 306 42USC 3026, and by Oregon Revised Statute 410.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$783,228	\$1,336,562	\$784,725	\$1,264,071
Contracts	\$1,296,719	\$4,143,738	\$1,238,288	\$3,894,379
Materials & Supplies	\$629,363	\$190,361	\$623,770	\$547,189
Internal Services	\$474,169	\$565,763	\$510,373	\$564,466
Total GF/non-GF:	<b>\$3,183,479</b>	<b>\$6,236,424</b>	<b>\$3,157,156</b>	<b>\$6,270,105</b>
Program Total:	<b>\$9,419,903</b>		<b>\$9,427,261</b>	
Program FTE	8.37	15.48	8.59	14.26
<b>Program Revenues</b>				
Indirect for dep't Admin	\$25,034	\$0	\$21,143	\$0
Fees, Permits & Charges	\$90,000	\$145,290	\$0	\$190,572
Intergovernmental	\$0	\$5,908,977	\$0	\$5,821,780
Other / Miscellaneous	\$0	\$173,711	\$0	\$257,753
<b>Total Revenue:</b>	<b>\$115,034</b>	<b>\$6,227,978</b>	<b>\$21,143</b>	<b>\$6,270,105</b>

## Explanation of Revenues

\$2,799,092 - Older Americans Act federal funds; \$480,264 - Oregon Project Independence; \$156,701 - Oregon Dept of Veterans Affairs; \$501,258 - Veteran's Medical Center; \$880,263- Title XIX; and \$240,788 - Various Smaller Federal/State grants: All based on FY12 revised budget revised budget and approved match application or current award.  
\$527,648 - City of Portland; \$1,850 - City of Fairview; \$3,000 - City of Troutdale: All based on FY12 revised budget.  
\$190,572 -Fees & Donations: Based on FY12 adopted budget or current awards. \$242,873 -Corporation of National & Community Foster Grandparent Program: Based on FY12 revised budget.  
\$245,796 - Beginning Working Capital: Based on current year estimated carryover. \$33,195 - County General Fund Match; \$3,123,961 - County General Fund

## Significant Program Changes

**Last year this program was:** #25020A, ADS Access and Early Intervention Services

This Program Offer reduces FTE by 1.5 FTE due to reductions or eliminations in various smaller grant(s): .25 FTE-Program Coordinator, 0.5 FTE-Program Development Specialist Senior and 0.75 FTE- Health Educator. Adds 0.5 FTE-Community Information Specialist with increase Title XIX.

**Lead Agency:** County Human Services

**Program Contact:** Lee Girard

**Program Offer Type:** Existing Operating

**Related Programs:** 25020A

**Program Characteristics:**

### Executive Summary

Multnomah Project Independence (MPI) provides services to people with disabilities between the ages of 19 and 59 who require in-home and other support services to remain independent in their homes but who are not eligible for other public supports such as Medicaid or Oregon Project Independence. MPI served 115 people in FY11. Case management services will be refocused toward triage assessment and short-term intensive supports with the goal of supporting clients' self-direction and self- management.

### Program Description

Through the Multnomah Project Independence program, Aging and Disability Services Division (ADS) provides in-home services and supports for low-income younger disabled adults who are at risk for nursing facility placement, homelessness, or abuse and who do not qualify for other public services. The program includes case management and supports for both short-term and ongoing interventions to access resources and stabilize individuals. Other funded services include in-home services for home delivered meals and transportation. The program consolidates MPI case management within the Division and integrates it more closely with ADS Adult Protective Services, Emergency Services and Long Term Care Service Intake. The program focus is short-term intensive case management to support stabilization and self- management by clients. Services will be prioritized to individuals who are not eligible for other publicly-funded case management support and meet the risk criteria listed above.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Clients receiving MPI case management and in-home services	115	165	150	150
Outcome	Individuals retain housing after receiving assistance <sup>1</sup>	0.0%	0.0%	90.0%	90.0%

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup>New measure; housing retention is measured as an individual remaining in housing 6 months after service/assistance is rendered; in FY11 housing retention was 88%.

Ending outcome measure "Clients with improved risk assessment score after 6 months of intervention" due to shorter term interventions and workload limitations.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$74,488	\$0	\$87,952	\$0
Contracts	\$181,581	\$0	\$181,581	\$0
Materials & Supplies	\$28,801	\$0	\$28,579	\$0
Internal Services	\$9,935	\$0	\$0	\$0
Total GF/non-GF:	<b>\$294,805</b>	<b>\$0</b>	<b>\$298,112</b>	<b>\$0</b>
Program Total:	<b>\$294,805</b>		<b>\$298,112</b>	
Program FTE	1.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$298,112 - County General Fund

**Significant Program Changes**

Last year this program was: #25021, Multnomah Project Independence - Restructure

**Lead Agency:** County Human Services

**Program Contact:** Felicia Akubuiro

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Adult Care Home Program (ACHP) licenses and monitors adult care homes in Multnomah County. Currently there are 596 licensed adult care homes in the county. These homes offer affordable, quality care in a safe and culturally appropriate setting. Adult care homes are licensed under state and local laws and provide 24-hour care and supervision. The program licenses 2,648 beds, available to older adults and people with disabilities, offering a less expensive, homelike alternative to an institutional nursing home setting. The program also licenses 50 beds in 10 Room and Board facilities that offer low cost housing to older adults and residents with disabilities who need a supportive living environment but are not eligible for long term care services.

### Program Description

The Adult Care Home Program (ACHP) is responsible for ensuring that vulnerable residents are cared for in a culturally-appropriate, homelike environment that is friendly, safe and secure. All adult care home operators are trained on and required to follow Multnomah County Administrative Rules. ACHP's guiding principles are that every individual living in an adult care home is to be treated respectfully and receive quality care. A program licensor visits each home at least once a year to ensure that residents receive necessary care, including personal care, nutrition, physical safety, nursing care and medication management. In addition, program monitors observe interactions in the home, review records, and check to ensure residents are provided with social and recreational activities and are cared for in a safe environment. When monitors find problems, the program takes corrective action. Annual, unannounced monitoring reduces the risk of abuse and neglect of residents in adult care homes. Program staff provide technical assistance to adult care home operators and issue and enforce written warnings, sanctions or fines when there are serious deficits. All homes are inspected and licensed annually.

Adult care homes provide a quality long term care option for older adults and people with disabilities desiring to live in the community. ACHP serves 1,304 Medicaid clients, an increase of 14%, and 973 private pay residents, while saving taxpayers thousands of dollars a year. The average monthly Medicaid cost of services provided to the aged and physical disabled in an adult care home is \$1,947.60, this is one-third of the \$5,994.32 average Medicaid cost of a nursing home placement for the same population. Without this option, our private pay residents would have to rely on more costly and restrictive alternatives and might be forced on to Medicaid for lack of affordable care options. Finally, without these homes, the quality of life would be diminished for both Medicaid and private pay residents.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total number of adult care homes licensed and inspected yearly	596	590	596	600
Outcome	Adult care homes with one or more monitoring visits in a year <sup>1</sup>	100.0%	99.0%	100.0%	0.0%
Outcome	Adult care homes with two monitoring visits per year (new)	0.0%	0.0%	0.0%	100.0%
Efficiency	Adult care home/nursing home cost efficiency ratio <sup>2</sup>	32.4%	32.4%	32.5%	32.5%

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup>This measure will be discontinued next year in favor of percentage of homes monitored two times per year.

<sup>2</sup>Lower is better. Ratio equals adult care home cost as a percent of nursing home cost. As adult care homes serve increasing number of individuals with complex care needs, the average cost of care increases relative to the average cost of care in a nursing facility.

## Legal/Contractual Obligation

Multnomah County has a contract with the State of Oregon to administer the licensing, monitoring and training functions of Adult Care Homes. The Board of County Commissioners passed Multnomah County Resolution §23.66 - §223.999 establishing the Adult Care Home Program.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$22,623	\$1,093,684	\$22,672	\$1,110,905
Contracts	\$39,556	\$325,314	\$34,698	\$375,000
Materials & Supplies	\$1,007	\$48,094	\$612	\$29,980
Internal Services	\$3,453	\$198,476	\$3,680	\$209,581
Total GF/non-GF:	<b>\$66,639</b>	<b>\$1,665,568</b>	<b>\$61,662</b>	<b>\$1,725,466</b>
Program Total:	<b>\$1,732,207</b>		<b>\$1,787,128</b>	
Program FTE	0.26	12.74	0.26	12.74
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$269,300	\$0	\$269,300
Intergovernmental	\$0	\$1,374,568	\$0	\$1,434,466
Other / Miscellaneous	\$0	\$21,700	\$0	\$21,700
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,665,568</b>	<b>\$0</b>	<b>\$1,725,466</b>

## Explanation of Revenues

\$1,434,466 - Title XIX: Based on FY12 revised budget and approved match application.

\$291,000 - Fees & Fines: Based on FY12 revised budget

\$34,698 - County General Fund Match

\$26,964 - County General Fund

## Significant Program Changes

**Last year this program was:** #25022A, ADS Adult Care Home Program

Last year this program was: #25022A & B ADS Adult Care Home Program and Continuing Service Level for FY12 (ACHP).

**Lead Agency:** County Human Services

**Program Contact:** Cathy Clay-Eckton

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Aging and Disability Services (ADS) Long Term Care program determines eligibility for financial, nutritional, medical and case management services for 39,278 low-income older adults and persons with disabilities. Intensive case management is provided to about 7,000 clients each month who meet state criteria for nursing home care due to the need for help with daily self-care tasks such as mobility, eating and toileting. Long Term Care serves about 5,600 clients in community-based settings and 1,380 clients in nursing facilities. This program offer brings more than \$33.5 million into the local economy through SNAP (Supplemental Nutrition Assistance Program, formerly food stamps), and medical and long term care benefits received by ADS program clients.

### Program Description

Under contract with the state, the Long Term Care program determines eligibility and enrolls older adults and people with disabilities in programs that meet basic health, financial and nutritional needs through the Oregon Health Plan, Medicaid and SNAP (Food Stamp) programs. Clients receive counseling to help them choose the most appropriate managed care and Medicare Part D plans. The program provides referrals to community resources to address other critical unmet needs. These vulnerable adults typically have incomes below the poverty level and also include individuals with a mental illness or a developmental disability.

Case managers assess clients' needs, create service plans, and authorize, coordinate and monitor services that address health and welfare risks in the least restrictive environment. They ensure early intervention and effective management of the complex and fluctuating care needs of this high-risk population. Nurses provide consultation to case managers to ensure appropriate care planning for medically complicated and unstable cases. Additionally, they support caregivers and provide wellness counseling/education and disease management for clients to optimize health. Collaboration with other professionals, divisions and community agencies to address the needs of a diverse client population is an essential aspect of this program.

A primary goal of case management is to promote and support healthy and independent living in the community, preventing or minimizing more costly nursing home care and hospitalizations and readmissions whenever possible. Case managers provide services for 7,000 nursing home-eligible clients; about 5,600 clients (80%) receive community-based services that promote or support their independence outside of a nursing home, while an additional 1,380 (20%) are served in a nursing home setting. While the proportion of nursing home-eligible clients residing in community-based settings in Multnomah County far exceeds the national average, it is a major program priority to improve on this percentage through more intensive case management and the expansion of programs targeting community-based care enhancements. The future will bring even greater challenges, and therefore, opportunities for innovation, as the over 85 population—the demographic most likely to utilize nursing facility care—grows in number and proportion of the total population.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Avg monthly # of nursing home-eligible clients receiving long term care asst	6,920	7,162	7,010	7,269
Outcome	Ratio of nursing home-eligible clients served in the community vs. nursing home <sup>1</sup>	80.7%	80.0%	80.8%	81.0%

### Performance Measure - Description

<sup>1</sup>A higher ratio indicates a better outcome.

## Legal/Contractual Obligation

Section 1903(a) of the Social Security Act, 42 CFR-Medicaid Administration; 7 CFR-Food Stamps (SNAP); Sections 1915c and 1115 of Title XIX of the Social Security Act. All Oregon Administrative rules related to and governing programs administered by Aging and Disability Services.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$193,870	\$17,792,642	\$0	\$18,126,152
Contracts	\$850,631	\$149,446	\$1,935,552	\$113,460
Materials & Supplies	\$0	\$503,688	\$0	\$334,549
Internal Services	\$0	\$4,007,377	\$0	\$4,275,179
Total GF/non-GF:	<b>\$1,044,501</b>	<b>\$22,453,153</b>	<b>\$1,935,552</b>	<b>\$22,849,340</b>
Program Total:	<b>\$23,497,654</b>		<b>\$24,784,892</b>	
Program FTE	0.00	218.80	0.00	220.55
<b>Program Revenues</b>				
Indirect for dep't Admin	\$5,231	\$0	\$5,265	\$0
Fees, Permits & Charges	\$0	\$21,437	\$0	\$21,573
Intergovernmental	\$0	\$22,187,606	\$0	\$22,599,490
Other / Miscellaneous	\$0	\$102,623	\$0	\$228,277
<b>Total Revenue:</b>	<b>\$5,231</b>	<b>\$22,311,666</b>	<b>\$5,265</b>	<b>\$22,849,340</b>

## Explanation of Revenues

\$22,599,490 - Title XIX: Based on FY12 revised budget and approved match application.

\$124,147 - Providence Medical Center: Based on FY12 grant award.

\$104,130 - OHSU: Based on FY11 grant award.

\$21,573 - Misc fees: Based on FY12 actual & projected revenue Y-T-D.

\$1,935,552 - County General Fund (Match)

## Significant Program Changes

**Last year this program was:** #25023A, ADS Long Term Care

Last year this program was: #25023A, B & C ADS Long Term Care, Adopted FY11 Service Level (LTC), and Continuing Service Level for FY12 (LTC). Adds 1.0 FTE Program Coordinator and 0.75 FTE Case Manager 1.

**Lead Agency:** County Human Services

**Program Contact:** Mohammad Bader

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Adult Protective Services (APS) is responsible for protecting 210,000 older adults, people with disabilities and veterans from abuse, financial exploitation, neglect and self-neglect. Protective services workers prevent further harm and link victims of abuse to critical health, legal and human services. This program conducts abuse investigations, provides risk management, Multi-Disciplinary Team (MDT) services, and educates the community about abuse.

### Program Description

The primary goal of this program is to protect vulnerable older adults and persons with disabilities from abuse, neglect, self-neglect, and financial exploitation. Protective services workers investigate abuse and rule violations in 124 care facilities and 596 adult care homes as well as abuse in the community at large. The program responded to 8,371 abuse calls in FY11. Protective services workers link vulnerable adults to needed healthcare, housing, social services, legal and client advocacy agencies.

APS coordinates with law enforcement and the District Attorney's office to prosecute offenders. APS serves clients with complex psychosocial and medical needs in five branch offices located throughout the county via Multi-Disciplinary Teams (MDT). These teams are an evidence-based practice, and provided 3,179 client contacts with 172 clients with mental health needs, and provided 6,297 hours of nursing clinical supports to 1,242 clients. The core team membership consists of a protective services investigator, social worker, community health nurse, case manager, mental health specialist, and public guardian. The District Attorney's office and law enforcement participate on a monthly basis or as needed. Other professionals, clients, caregivers and family members are invited to participate as needed. This service is designed for clients who are unable to meet their basic needs and at times are unwilling to accept medical, mental health or legal types of intervention. 81% of MDT participants showed improvement after MDT intervention. Without MDT intervention these clients are at risk of hospitalization, eviction, or jail. MDT clients are offered risk management which provides intensive oversight for up to 12 months to stabilize their situation or to link them to appropriate agencies and ongoing services.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Protective services investigations completed <sup>1</sup>	2,399	3,000	2,448	2,500
Outcome	Reabuse rate for older adults and people with disabilities <sup>2</sup>	3.0%	3.0%	3.0%	3.0%
Outcome	Clients with improved living situation after 90 days of MDT intervention	81.0%	90.0%	94.0%	90.0%

### Performance Measure - Description

<sup>1</sup>Estimate for FY12 was projected high; results came in higher than year before but overestimated for the year.

<sup>2</sup>Current reabuse rate estimate is based on modified State of Oregon figures. Data is from January-December 2011.



## Legal/Contractual Obligation

APS is a mandated service by Oregon Administrative Rules. Multnomah County acts as the Area Agency On Aging and is required to perform this function under contract with DHS. DHS Provides funds to Multnomah County to deliver this service.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$112,837	\$3,416,908	\$315,270	\$3,496,667
Contracts	\$514,520	\$146,303	\$495,107	\$133,776
Materials & Supplies	\$6,677	\$90,059	\$6,172	\$67,372
Internal Services	\$39,228	\$479,119	\$38,827	\$503,866
Total GF/non-GF:	<b>\$673,262</b>	<b>\$4,132,389</b>	<b>\$855,376</b>	<b>\$4,201,681</b>
Program Total:	<b>\$4,805,651</b>		<b>\$5,057,057</b>	
Program FTE	2.86	34.74	2.86	35.74
<b>Program Revenues</b>				
Indirect for dep't Admin	\$354	\$0	\$0	\$0
Intergovernmental	\$0	\$4,132,389	\$0	\$4,201,681
<b>Total Revenue:</b>	<b>\$354</b>	<b>\$4,132,389</b>	<b>\$0</b>	<b>\$4,201,681</b>

## Explanation of Revenues

\$4,070,905 - Title XIX: Based on FY12 revised budget and approved match application.

\$130,776 - State Mental Health Grant Older/Disabled Mental Health Services: Based on current grant award.

\$307,014 - County General Fund (Match)

\$548,362 - County General Fund

## Significant Program Changes

**Last year this program was:** #25024A, ADS Adult Protective Services

Last year this program was: #25024A, B & C ADS Protective Services, Adopted FY11 Service Level (APS), and Continuing Service level for FY12 (APS). Adds 1.0 FTE-Case Manager Senior.

Complexity of cases continues to rise especially in the areas of financial abuse and self neglect. The number of investigations completed seem to decrease for this year although the number of referrals continue to increase. It is possible that the program is resolving many complaints without having to do a formal investigation. Also, facilities unit as using "Enhanced Screening" which is reducing the number of reports completed. In addition we are finding that long term care facilities are doing less and less self reports.

**Lead Agency:** County Human Services

**Program Contact:** Mark Sanford

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Public Guardian/Conservator program, under court authority, makes vital decisions for approximately 170 mentally incapacitated, functionally dependent and impoverished adults who are current or recent victims of physical abuse, neglect and financial exploitation. Legal authority delegated to deputies by the court enables intervention when no other approach resolves abuse and neglect. In addition, the program provides education and consultation to families and community partners on matters involving vulnerable adults with diminished mental abilities. If unable to assist directly, last year staff diverted an additional 140 clients into less restrictive, less costly alternatives, or family and private guardianships/conservatorships.

### Program Description

The Public Guardian/Conservator program is an essential part of the county response system for abuse and neglect when legal authority is required to provide for the safety and well-being of incapable adults. Program staff work with adult protective services, law enforcement and area hospitals to intervene early to resolve fraud, abuse and neglect of extremely vulnerable adults. This includes participation on Department of County Human Services multi-disciplinary teams and critical case review committees to assure that alternatives are considered, focusing public funds on at-risk citizens without other resources.

The program serves as the court-appointed guardian and/or conservator for mentally incapable adults who are characterized by the following: treatment-resistant mental illness, IQ below 70, Alzheimer's/other dementia, brain injury, complex medical and behavioral issues, no access to medical care, inadequate care and housing, and financial exploitation. Program clients are also functionally incapacitated, requiring intensive supports and specialized housing arrangements to balance the need for protection with the right to autonomy. Public Guardians are available 24 hours a day, seven days a week, to make medical, psychiatric, financial and life decisions for program clients.

Guardianship and conservatorship ensure a maximum of about 160 county residents (based on program funding constraints) access to safe and appropriate housing, medical care, psychiatric treatment, long term care, income and benefits. Without this option, clients experience continuing victimization, frequent emergency room and hospital psychiatric admissions, homelessness, unnecessary protective services and law enforcement intervention, involuntary commitments, and increased risk of premature death.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Referrals appropriately diverted to less costly resources <sup>1</sup>	142	175	164	175
Outcome	Urgent client needs addressed within five days after court appointment <sup>2</sup>	90.0%	90.0%	90.0%	90.0%

### Performance Measure - Description

<sup>1</sup>Successful diversions are cost-effective across multiple county services.

<sup>2</sup>Urgent safety issues are addressed immediately upon court appointment. Ongoing stabilization requires subsequent intense management over months or years.

### Legal/Contractual Obligation

The decision to provide the service is in County Ordinance, Ch. 23.501. Under ORS Ch. 125, if the county chooses to reduce the service, it remains obligated to current clients, but can halt further intake if the Board of County Commissioners makes a finding that the program is no longer needed.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$947,660	\$0	\$968,245	\$0
Contracts	\$30,358	\$0	\$15,900	\$0
Materials & Supplies	\$22,679	\$0	\$33,409	\$0
Internal Services	\$135,023	\$0	\$143,023	\$0
Total GF/non-GF:	<b>\$1,135,720</b>	<b>\$0</b>	<b>\$1,160,577</b>	<b>\$0</b>
Program Total:	<b>\$1,135,720</b>		<b>\$1,160,577</b>	
Program FTE	10.00	0.00	10.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$0	\$50,000	\$0
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>

### Explanation of Revenues

\$50,000 - Public Guardian fees: Based on FY12 budget.  
\$1,110,577 - County General Fund

### Significant Program Changes

Last year this program was: #25026, ADS Public Guardian/Conservator

**Lead Agency:** County Human Services

**Program Contact:** Peggy Brey

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Aging and Disability Services Division (ADS), as the designated Area Agency on Aging and Disability for Multnomah County, is responsible for assuring the county's 210,000 older adults, persons with disabilities and veterans have access to a comprehensive and coordinated service delivery system so that they remain independent and out of institutions. ADS Administration provides leadership, assures that results are achieved, ensures regulatory compliance, supports collaborative service delivery and use of best practices, and promotes the efficient and effective use of resources.

### Program Description

Aging and Disability Services Division (ADS) Administration provides leadership at the state and federal policy levels. ADS Administration influences rules, priorities and funding formulas to promote effective services for Multnomah County older adults and people with disabilities. Administration is responsible for policy, planning, evaluation, advocacy and staff development for the division, which serves more than 50,000 people and employs 312 staff.

ADS Administration is responsible for educating and informing the public about ADS services and performance, and involving advisors in program planning and decision making. It is responsible for providing leadership that strengthens workforce competencies, advances quality improvement and evidence-based practices, and ensures culturally responsive services.

ADS Administration manages the division budget and programs to maximize revenue, hold down costs and deliver services more effectively. It provides fiscal oversight for the division and is responsible for managing a complex budget with multiple funding sources and requirements, and maximizes resources by matching federal Medicaid funds and leveraging additional resources from the community through its partnerships. ADS Administration coordinates efforts within the county and with other levels of government agencies to remove barriers and assure easy access to a seamless service system.

Satisfaction surveys and customer input are used to continually improve ADS services. The division has three Advisory Councils (Elders in Action, Disability Services Advisory Council and Multi-Ethnic Action Committee) that provide specific input on how to provide the best services to older adults, persons with disabilities and ethnic minorities or persons for whom English is not their first language. ADS Administration employs innovative, evidence-based approaches to service delivery, and uses data, best practice reviews, staff experience, support from partners and other resources to serve clients effectively within available resources.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	ADS-sponsored opportunities for consumer education and/or input	67	67	70	70
Outcome	Advisors agree/strongly agree w/the statement: "Overall, ADS does its job well"	89.0%	90.0%	88.0%	90.0%

### Performance Measure - Description

## Legal/Contractual Obligation

45 CFR Part 92; 2 CFR Part 225 OMB Circulars A-87 Federal Awards; 42 CFR 433.51 Part 4302(2) of State Medicaid manual re policy, leadership, state coordination, state policy, contract compliance; ORS 410.410-410.480 re Older Americans Act (OAA) Services; OAR 411-0320-0000 to 411-032-0044 Older Americans Act specific authorizing statutes; 45 CFR 1321.1; 35 CFR 1321.83.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$61,083	\$617,620	\$62,590	\$632,861
Contracts	\$267,253	\$143,921	\$194,400	\$162,421
Materials & Supplies	\$8,876	\$114,481	\$11,254	\$149,295
Internal Services	\$6,971	\$92,576	\$8,998	\$99,588
Total GF/non-GF:	<b>\$344,183</b>	<b>\$968,598</b>	<b>\$277,242</b>	<b>\$1,044,165</b>
Program Total:	<b>\$1,312,781</b>		<b>\$1,321,407</b>	
Program FTE	0.53	5.27	0.52	5.28
<b>Program Revenues</b>				
Intergovernmental	\$0	\$960,598	\$0	\$1,037,165
Other / Miscellaneous	\$0	\$8,000	\$0	\$7,000
Total Revenue:	<b>\$0</b>	<b>\$968,598</b>	<b>\$0</b>	<b>\$1,044,165</b>

## Explanation of Revenues

\$61,329 - Older Americans Act: Based on FY12 revised budget.  
\$975,836 - Title XIX: Based on FY12 revised budget and approved match application.  
\$3,000 - Donations: Based on FY12 projected revenue Y-T-D.  
\$4,000 - Beginning Working Capital: Based on estimated current year carryover.  
\$185,568 - County General Fund (Match)  
\$91,674 - County General Fund

## Significant Program Changes

**Last year this program was:** #25027A, ADS Administration

Last year this program was: 25027A & 25027B ADS Administration and Continuing Service Level for FY12 (Admin).

**Lead Agency:** County Human Services  
**Program Offer Type:** Innovative/New Program  
**Related Programs:** 25020A

**Program Contact:** Lee Girard

**Program Characteristics:**

**Executive Summary**

This program offer is to continue funding in Aging and Disability Services (ADS) Emergency Housing program to increase assistance to low-income older adults and people with disabilities living in low-income housing to prepare their apartments for pest treatment. ADS is estimating to assist 145 individuals in FY12.

**Program Description**

Aging and Disability Services Division (ADS) currently provides financial and service assistance to low-income older adults and people with disabilities who are experiencing or at risk of homelessness. Multnomah County is experiencing rapidly increasing incidents of bed bug infestations. Landlord/property managers of multi-family dwellings provide for the treatment of infestations but people with physical and/or mental disabilities are often not capable of preparing their apartments for treatment. This puts them at risk for eviction. Over the past several years ADS has seen a significant increase in requests for assistance to prepare for treatment. Preparation for treatment may include: cleaning and packing belongings; laundering all clothes and linen; moving furniture; and disposing of and delivering furniture. ADS is not able to meet the level of demand within its current budget. The ability to assist more individuals in preparing for treatment of their apartments will result in reducing their risk for eviction and reduction in the spread of bed bugs in low-income housing. Funding will providing 0.5 FTE Case Management staffing to support individuals in assessing and planning for pest treatment, authorizing heavy chore services to prepare apartments for pest treatment, and to cover translation costs for education and outreach materials for the Health Department.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Older adults and people with disabilities receiving assistance <sup>1</sup>	0	195	145	145
Outcome	Individuals retain housing after receiving assistance	0.0%	85.0%	88.0%	88.0%

**Performance Measure - Description**

<sup>1</sup>First year program purchased and estimated high on number of individuals program would be able to serve; the cost of performing the bed bug mitigation services has gone up which impacted the number of people the program could serve and cases were more complex than predicted.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$0	\$38,330	\$0
Contracts	\$0	\$0	\$82,310	\$0
Materials & Supplies	\$0	\$0	\$360	\$0
Total GF/non-GF:	\$0	\$0	\$121,000	\$0
Program Total:	\$0		\$121,000	
Program FTE	0.00	0.00	0.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$121,000 - County General Fund

Significant Program Changes

Last year this program was: #25028, Bed Bug Eviction Mitigation  
Adds 0.5 FTE - Case Manager II.

**Lead Agency:** County Human Services

**Program Contact:** Peggy Brey

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Elders in Action Commission is the federally mandated advisory council to Aging and Disability Services (ADS). Elders in Action personal advocate volunteers provide individual help to older adults who face complex problems in their lives. While the services complement the ADS case management system, they do not duplicate the technical work of a case manager. Personal advocates are peer volunteers who provide assistance on issues that are often time-consuming to solve and would be difficult or impossible for a frail person to deal with alone. Elders in Action supports a network of 180 volunteers and serves 2,700 older adults through its Personal Advocate program.

### Program Description

Elders in Action (EIA) advises local government on issues, programs, and policy that impact older adults in Multnomah County, with special emphasis on frailest, poorest, ethnic minorities and those with limited English skills. EIA Commission members provide input and advocacy to ADS, Multnomah County Board of Commissioners, the Portland City Council, and others on a wide range of issues that impact older adults, including housing, transportation, elder abuse and crime, healthcare and other important services. Commission members advocate at the local, state and federal levels for programs serving older adults. Trained older adult volunteers evaluate county-operated facilities to make sure they are accessible for older adults and persons with disabilities. They also evaluate the customer service provided by county staff and lend technical assistance to county managers on how to make their programs more accessible and elder-friendly. Utilizing results of local and national studies in addition to the tools of the nationally recognized Elder Friendly® Certification program, EIA has assessed 286 businesses in Multnomah County over two years to evaluate the quality and accessibility of their services and provided technical assistance aimed at improving the experience of older adult consumers in the community.

EIA Personal Advocate Volunteers work one-on-one to solve problems and support older adults who are facing difficult circumstances such as crime victimization, housing problems and other life challenges. They operate a peer support program where volunteers provide assistance with problem-solving that would be especially difficult for an older adult to face alone. New services created in FY12 include Elders in Action volunteers, who provide regular assistance to clients in the Multnomah County Public Guardian program and in the branch offices assisting people who have had difficulty with applying for benefits. Volunteers also provide follow-up contact to people in the Voluntary Emergency Registry twice a year to update information. Members of the EIA Speakers Bureau present information to community groups on a variety of topics affecting seniors, ranging from health care to protection from fraud and identity theft. Last year about 180 EIA volunteers provided 11,000 service hours, working as advisors to local government, as personal advocates for at-risk older adults and as community educators.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Hours of service provided by volunteers.	11,006	10,000	13,000	12,500
Outcome	Value of volunteer hours. <sup>1</sup> (\$)	203,281	183,700	240,110	225,000

### Performance Measure - Description

<sup>1</sup>The hourly rate calculation is drawn from Independent Sector, a national organization for volunteerism; the rates used here are tailored specifically for the state of Oregon. For all outcomes of this performance measure the 2009 rate of \$18.47/hour was used.



### Legal/Contractual Obligation

Multnomah County/City of Portland Inter Governmental Agreement and Multnomah County Ordinance 171424 designating Elders in Action as the official advisory agency on aging issues for Multnomah County and the City of Portland and outlines ongoing financial commitment to support a County/City Commission on Aging.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$161,160	\$0	\$165,189	\$0
Total GF/non-GF:	<b>\$161,160</b>	<b>\$0</b>	<b>\$165,189</b>	<b>\$0</b>
Program Total:	<b>\$161,160</b>		<b>\$165,189</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

\$165,189 - County General Fund

### Significant Program Changes

Last year this program was: #25030, ADS Elders in Action Commission and Personal Advocacy

**Lead Agency:** County Human Services

**Program Contact:** Lee Girard

**Program Offer Type:** Existing Operating

**Related Programs:** 25020A

**Program Characteristics:**

### Executive Summary

This program offer requests continued funding for the Gatekeeper Program to provide training and outreach to businesses, community organizations and faith-based organizations to identify and report older adults who may be at risk for abuse, financial exploitation or self-neglect. Approximately 70% of Gatekeeper referrals result in intervention from Adult Protective Services. Trained Gatekeepers are nontraditional referral sources that come into contact with older adults through their everyday work activities. Volunteer trainers will be used to expand the availability of community training. New technologies, such as webinars and web tutorials, will be used to expand the reach and accessibility for training community volunteers.

### Program Description

The Gatekeeper Program provides training and outreach to businesses and community organizations to identify and report older adults who may be at risk for abuse, financial exploitation or self-neglect. The Gatekeeper Program, a national best practice model, identifies at-risk older adults and people with disabilities living in our community and links them to critical social and health services. The program identifies individuals who may be isolated from their support networks and experiencing financial, physical or sexual abuse. Gatekeepers are not mandatory reporters. These are nontraditional referral sources that come into contact with older adults through their everyday work activities, such as meter readers, bank tellers, letter carriers, etc. They are trained to identify signs and symptoms that would indicate a need for assistance for a vulnerable adult, including confusion, depression, poor health, functional disability, financial difficulties, or home in disrepair. ADS will continue to expand the reach of the Gatekeeper program by developing training available through new technologies, addressing the changing training environment in many organizations, and collaborating with the Multnomah County Interfaith Initiative to develop a targeted training plan for faith-based organizations.

Trained Gatekeepers make a referral to Multnomah County Aging and Disability Services' 24-Hour Helpline for follow-up assessment and service delivery. Skilled volunteers will be used to expand the availability of community training, Helpline staff triage referrals, and send a detailed report to the appropriate social service worker or to Adult Protective Services (APS). Follow-up procedures ensure that action has been taken and assistance has been offered.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of gatekeeper trainings provided to develop gatekeepers <sup>1</sup>	0	50	40	0
Outcome	Number of gatekeeper referrals received and responded to <sup>2</sup>	0	700	450	475
Output	Number of gatekeepers who received training (New Measure)	0	0	0	600

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup>This measure is being discontinued and replaced with measure to capture number of individuals trained. Without prior year data on number of trainings, first year estimate was high.

<sup>2</sup>Referral estimates for FY12 were based on best estimate with available data; this projection was high. Also, program unable to capture after-hours referrals in their data which would increase the number.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$0	\$44,972	\$0
Materials & Supplies	\$0	\$0	\$2,028	\$0
Total GF/non-GF:	\$0	\$0	\$47,000	\$0
Program Total:	\$0		\$47,000	
Program FTE	0.00	0.00	0.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund - \$47,000

Significant Program Changes

**Last year this program was:** #25032, Gatekeeper Outreach - Identifying Vulnerable Adults  
The Gatekeeper program was funded with one time only funds in FY12; the program is requesting to replace one time only with ongoing funds in FY13 with this offer.

**Lead Agency:** County Human Services

**Program Contact:** Annie Neal

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Domestic Violence (DV) Victim Services & Coordination provides in-person services for over 5,000 (unduplicated) victims and children, management of grant-funded projects and coordination of multi-jurisdiction government and community responses. Research shows that these services reduce re-assault of victims, reduce the number of reported violent crimes and improve outcomes for victims and children.

### Program Description

The county expends at least \$10 million in criminal justice costs (jail, prosecution and probation supervision) and \$2.5 million in victim services annually. These services increase employment, income, quality of life; decrease the level of danger and of assault, PTSD, depression, alcohol & drug abuse; and improve the health of victims and their children. DV costs the community another \$10 million in lost wages, health care and other costs.

Victim services funded in this offer include: safe emergency shelter and supportive services (350 victims and 319 children in shelter; 489 victims and 434 children through short-term rent assistance and motel vouchers); civil legal advocacy and restraining order room assistance ensuring safety after separation (2500 victims); mobile advocacy and rent assistance with supportive services (237 victims and 255 children); and culturally-specific services for Latinas, Russians, African Americans, Native Americans, immigrants/refugees and sexual minorities (295 victims and 478 children); and specialized support for victims involved with police and child welfare (250 victims and 500 children). Evidence-based practices include emergency shelters, shown to reduce the incidence of re-assault by 50%, and civil legal services, shown to reduce homicides.

This offer provides professional staffing for coordination efforts, such as the Family Violence Coordinating Council which provides a forum for collaborative efforts including training, policy and program development and implementation, and system-wide problem solving. The 40 organizations that are members represent the criminal justice system, victim services, health care, batterers intervention and others. In addition, staff provide training for and/or coordinate multiple multi-disciplinary efforts, including Domestic Violence Enhanced Response Team (DVERT) and Safe Start and participate in and staff the county DV Fatality Review Process meetings. This program offer is based on four major agreements, policies or plans: 1) 1997 Portland-Multnomah County agreement that the county would take over full responsibility "for planning, funding, and tracking performance of shelter and services for victims of domestic violence;" 2) 2000 LPSCC evaluation of the criminal justice system which recommended development of a more intensive response to high risk DV cases; 3) Victim services system plan, adopted by the Board in 2002; and 4) County Resolution 00-149 (Domestic Violence Policy), which directs the county to "develop effective and integrated responses to domestic violence."

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of participants and their children served in person <sup>1</sup>	5,709	6,000	5,200	5,000
Outcome	% of victims who report perceived increase in safety at exit <sup>2</sup>	81.0%	70.0%	80.0%	70.0%

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup> Number of participants includes only those receiving face-to-face services (not crisis line services). This year, current year estimates reflect an unduplicated number of people served. Some victims receive services from multiple program areas.

<sup>2</sup> Victims who report a perceived increase in safety/lower risk of violence at exit is a new measure. Victims who receive brief crisis services (such as restraining order advocacy or short-term emergency motel stay) are not asked about perceived risk of violence. Percentage of clients in stable services includes only those clients in transitional housing or rent assistance programs.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$527,452	\$177,805	\$551,892	\$198,680
Contracts	\$1,470,534	\$633,210	\$1,537,958	\$623,787
Materials & Supplies	\$175,284	\$405,392	\$180,914	\$384,877
Internal Services	\$79,638	\$28,281	\$64,800	\$64,471
Total GF/non-GF:	<b>\$2,252,908</b>	<b>\$1,244,688</b>	<b>\$2,335,564</b>	<b>\$1,271,815</b>
Program Total:	<b>\$3,497,596</b>		<b>\$3,607,379</b>	
Program FTE	5.75	1.75	5.90	2.23
<b>Program Revenues</b>				
Indirect for dep't Admin	\$13,776	\$0	\$14,227	\$0
Fees, Permits & Charges	\$0	\$41,804	\$0	\$0
Intergovernmental	\$0	\$1,201,684	\$0	\$1,270,515
Other / Miscellaneous	\$0	\$1,200	\$0	\$1,300
<b>Total Revenue:</b>	<b>\$13,776</b>	<b>\$1,244,688</b>	<b>\$14,227</b>	<b>\$1,271,815</b>

**Explanation of Revenues**

\$462,083 - HUD Horizons Grant: Based on FY12 revised budget  
 \$168,092 - Oregon Housing and Community Service SHAP Grant: Based on current award  
 \$340,340 - Department of Justice - DVERT; \$83,333 - DOJ OVW Transitional Housing; \$166,667 - DOJ - OJJDP  
 \$50,000 - City of Portland GF - Based on FY12 revised budget  
 \$100 - United Way - Based current year projected estimates  
 \$1,200 - Domestic Partnership Fees: Based on FY12 current registration level  
 \$51,480 - County General Fund Match  
 \$2,284,084 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25040A, Domestic Violence Victims Services and Coordination

The joint Multnomah County-City of Portland supported Gateway Center for DV Services opened in September 2010. In its first 12 months, the Center had 7000 visits and served 2000 unduplicated individuals, highlighting a significant, previously unmet need. Funding for the Gateway Center is not included in this program offer.

A 3-year federal grant, the Defending Childhood Initiative, provides a new focus on the impact of children's exposure to violence by providing training and capacity-building in existing programs.

**Lead Agency:** County Human Services

**Program Contact:** David Hidalgo

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Multnomah County's Mental Health and Addiction Services Division (MHASD) Administration manages a recovery-focused, comprehensive system of care to prevent, intervene in, and treat mental illness and addiction in children and adults. Through culturally responsive and evidence-based practices MHASD serves low-income, uninsured, and homeless people, as well as anyone who is in crisis. MHASD provides a continuum of services directly and through a provider network. In total, these programs serve more than 30,000 children, families and adults annually.

### Program Description

The Board of County Commissioners is the Local Mental Health Authority. Through that authority, MHASD Administration provides oversight and management of all behavioral health programs in the system of care, whether provided directly or through contracted agencies.

MHASD is organized into three units:

- 1) Verity, the county's Mental Health Organization (MHO), a federally funded insurance program for children, youth and adults enrolled in Oregon Health Plan.
- 2) The Community Mental Health Program (CMHP) provides services that include involuntary commitment, crisis services, and addiction treatment.
- 3) Direct Clinical Services (DCS) encompassing all programs for children, youth, and adults where services are delivered by MHASD staff. These services may be reimbursed by Verity, by the State, or by another funding source.

MHASD administration continuously assesses its continuum of services to respond to the changing needs and demographics of Multnomah County. All changes are shaped by the input of consumers, advocates, providers and stakeholders. MHASD does this through frequent provider, adult system and child system advisory meetings, focus groups and ad hoc meetings.

MHASD administration is also responsible for ensuring contracted providers deliver evidence-based and culturally responsive services to consumers. We monitor our contracts with providers for fiscal, regulatory, and clinical compliance.

To ensure good stewardship, MHASD business and clinical decisions ensure that finite resources are targeted to serve the most vulnerable populations. MHASD management participates in planning at the state level to influence the policy decisions that affect the community we serve. We value our community partners, with whom we work collaboratively to create a system of care responsive to the needs of our community.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total Adult/Child MHASD Advisory Meetings <sup>1</sup>	34	26	37	37
Outcome	Advisors agree with the statement: Overall, MHASD does its job well <sup>2</sup>	0.0%	80.0%	80.0%	0.0%

### Performance Measure - Description

<sup>1</sup>Total number of MHASD AMHSA, CMHSAC, Family Youth Advisory Council, Wraparound CPC, and Wraparound Executive Committee meetings during the measurement period.

<sup>2</sup> This survey will be conducted every 2 years and will be repeated in the spring of FY2012.

## Legal/Contractual Obligation

Oregon Administrative Rule, Standards for Management of Community Mental Health and Developmental Disability Programs, 309-014-0020, 309-014-0035, 309-14-0040.  
Mental Health Organization contract

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$137,517	\$616,415	\$137,350	\$842,643
Contracts	\$0	\$52,500	\$0	\$100,000
Materials & Supplies	\$1,945	\$44,351	\$1,945	\$84,641
Internal Services	\$0	\$80,827	\$0	\$81,283
Total GF/non-GF:	<b>\$139,462</b>	<b>\$794,093</b>	<b>\$139,295</b>	<b>\$1,108,567</b>
Program Total:	<b>\$933,555</b>		<b>\$1,247,862</b>	
Program FTE	0.62	4.88	0.67	6.33
<b>Program Revenues</b>				
Indirect for dep't Admin	\$13,372	\$0	\$14,298	\$0
Intergovernmental	\$0	\$794,093	\$0	\$968,407
Other / Miscellaneous	\$0	\$0	\$0	\$140,160
<b>Total Revenue:</b>	<b>\$13,372</b>	<b>\$794,093</b>	<b>\$14,298</b>	<b>\$1,108,567</b>

## Explanation of Revenues

\$233,872 - State Mental Health Grant Local Admin: Based on FY12 grant award  
\$124,601 - State Mental Health Grant Non Residential Adult MH: Based on FY12 grant award  
\$36,055 - State Mental Health Grant Beginning Working Capital: Based on 09-11 settlement estimate  
\$619,934 - Oregon Health Plan Premium: Based on FY12 Rate per client times number of clients as of 12/31/11  
\$104,105 - Health Department Revenue: Based on FY12 Estimated cost  
\$139,295 - County General Fund

## Significant Program Changes

**Last year this program was:** #25050, MHASD Administration  
Increased 0.5 FTE - Psychiatrist and 1.0 FTE - Program Supervisor

**Lead Agency:** County Human Services

**Program Contact:** Joan Rice

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Medical Records Program is responsible for the internal management of all of the Mental Health and Addiction Services Division's clinical records, including more than 75,000 adult and children's mental health and alcohol and drug client records, and Verity MHO records required by Oregon Administrative Rules.

### Program Description

Mental Health and Addiction Services Division (MHASD) Records ensures that mental health, alcohol and drug, and Verity managed care records are maintained in accordance with federal and state laws and regulations, and county and departmental rules, policies, and procedures.

Program staff provide multiple client records services including: access; inventory; retrieval; billing and administrative rule compliance auditing; archiving; forms design and management; authorization/release of information; legal requests for records; data analysis; and technical assistance to community agencies and county staff.

In FY13, the Division will implement an electronic health record system (EHR). This will require multiple process changes for the Records unit and the Division. The Records unit will scan collateral documents, including historical and current documents, and attach them to the client record in the EHR.

As the Local Mental Health Authority, MHASD is responsible for programs such as involuntary commitment, commitment monitor, trial visit and residential services. In FY13, these programs will require the creation of approximately 5,500 individual records. The MHASD programs where services are provided by county staff are expected to serve more than 1,300 individuals, each requiring a medical record.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Count of clinical and managed care records items processed annually	26,594	25,340	26,996	0
Outcome	New Measure: Count of record items processed annually plus scanned page count. <sup>1</sup>	0	0	0	619,714
Output	New Measure: Total MHASD medical records reviewed for compliance. <sup>2</sup>	2,984	2,640	2,640	2,624
Outcome	Percent of direct service records audited for compliance with rules/contracts.	75.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup> New Measure. Notarizing, subpoenas/court orders and other requests for information will remain after the implementation of the EHR. Retrieval, refiling, and archiving paper records will be eliminated over time (4-5 years). Creation of new paper charts will discontinue in FY13. Minimum of 2 elements each record. New tasks will include scanning collateral documents and registration of certain clients into EHR. The count of images scanned (605,000) will decrease by about half in subsequent years since this first year includes both historical and ongoing data.

<sup>2</sup> New measure. Records Program auditing function expanded in FY12. Count of client records reviewed for compliance with administrative rule. Minimum of 2 required elements in each record are audited by certified records techs.



### Legal/Contractual Obligation

The following guidelines are utilized in monitoring MHASD compliance to federal, state and county rules and audits regarding client confidentiality of clinical records, the release of any confidential client information, the retention of client confidential information, responding to subpoenas and court orders for confidential client records and standards for clinical documentation: State of Oregon Mental Health & Developmental Disability Services Division "Handbook of Confidentiality", HIPAA, DSM IV "Diagnostics & Statistical Manual of Mental Disorders", Children's & Adult State of Oregon Administrative Rules, Oregon Revised Statutes related to medical records & client confidentiality, State Archiving rules, Code of Federal Regulations Title 42 Public Health, Chapter 1 Part 2, Public Law 94-142, Public Law 99-57, State of Oregon Mandatory Child Abuse Reporting Laws, Oregon Health Plan, Mental Health Organization Contract, Verity Policies & Procedures, Practice Guidelines for the Oregon Health Information Management Association and the American Health Information Management Association, and Centers for Medicare and Medicaid billing regulations.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$593,554	\$0	\$596,933	\$0
Materials & Supplies	\$19,966	\$0	\$24,234	\$0
Internal Services	\$89,490	\$0	\$89,470	\$0
Total GF/non-GF:	<b>\$703,010</b>	<b>\$0</b>	<b>\$710,637</b>	<b>\$0</b>
Program Total:	<b>\$703,010</b>		<b>\$710,637</b>	
Program FTE	8.00	0.00	8.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

\$710,637 - County General Fund

### Significant Program Changes

Last year this program was: #25052, Medical Records for MHASD

**Lead Agency:** County Human Services

**Program Contact:** Charmaine Kinney

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Quality Management works to assure quality of contracted providers through mental health agency audits, investigations, and monitoring mental health contract performance. The program serves approximately 100,000 Verity Oregon Health Plan (OHP) members, 52 mental health agencies and 73 residential/foster facilities. Quality Management educates OHP members about available mental health services and ensures effectiveness of services by measuring treatment outcomes, client satisfaction, utilization review, including hospital use and through the grievance system.

### Program Description

Quality Management protects and supports mentally ill adults and children in Multnomah County by providing specific services including: coordinating compliance with Health Insurance Portability and Accountability Act (HIPAA) rules and Verity contracts, building client outcome measurements, supervising certification process for community mental health agencies, assuring compliance for grievance procedures, auditing and providing technical support to 52 mental health agencies, coordinating residential quality and tracking approximately 9,394 reportable residential adverse events annually, assisting with licensing visits and Oregon Administrative Rules (OARs) compliance for 43 state-funded residential treatment homes and facilities, investigating complaints about residential care, monitoring progress of providers found out of compliance with OARs, and investigating abuse allegations and providing protective services to approximately 200 adult mental health clients annually. These investigations serve to protect some of the most vulnerable individuals in our mental health system.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total clinical reviews/protective service investigations/incidents reports reviewed	10,106	7,200	10,300	10,300
Outcome	Percent of certification reviews conducted within 3 year maximum OAR mandate**	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

\*Output: Residential critical incidents + total protective service investigations/screenings + total clinical reviews (treatment records reviewed for mental health agency certification or Verity compliance)

\*\*Percentage of reviews conducted within a 3 year period does not include Oregon Addiction and Mental Health Services Division authorized extensions

### Legal/Contractual Obligation

1) Each provider of community mental health and developmental disability service elements shall implement and maintain a quality assurance program, (309-014-0030). Elements of the QA program include maintaining policies and procedures, grievance management, fraud and abuse monitoring, performance measurement, and contract management. 2) As a function of the Multnomah County, Mental Health and Addiction Services Division representing the Local Mental Health Authority (LMHA), provides oversight and makes recommendations to the State Addictions and Mental Health Division (AMH) regarding the issuing of Certificates of Approval held by Community Mental Health Agencies for Medicaid populations as outlined in OARs 309-012-0130 through 309-012-0220. 3) The LMHA as a designee for DHS shall conduct the investigations and make the findings required by ORS 430.735 to 430.765 for allegations of abuse of a person with mental illness being served in a program paid for by Multnomah County.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$430,141	\$1,007,576	\$443,503	\$1,024,755
Contracts	\$0	\$81,250	\$0	\$135,800
Materials & Supplies	\$31,474	\$35,948	\$16,853	\$30,559
Internal Services	\$0	\$177,425	\$0	\$175,295
Total GF/non-GF:	<b>\$461,615</b>	<b>\$1,302,199</b>	<b>\$460,356</b>	<b>\$1,366,409</b>
Program Total:	<b>\$1,763,814</b>		<b>\$1,826,765</b>	
Program FTE	4.60	9.50	4.60	9.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$22,876	\$0	\$23,817	\$0
Intergovernmental	\$0	\$1,302,199	\$0	\$1,366,409
Total Revenue:	<b>\$22,876</b>	<b>\$1,302,199</b>	<b>\$23,817</b>	<b>\$1,366,409</b>

### Explanation of Revenues

\$1,047,228- Oregon Health Plan Premium: Based on FY12 Rate per client times number of clients as of 12/31/11  
\$319,181 - State Mental Health Grant: Based on FY12 revised budget  
\$460,356 - County General Fund

### Significant Program Changes

Last year this program was: #25053, Mental Health Quality Management and Protective Services

**Lead Agency:** County Human Services

**Program Contact:** Carol Matteson

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Business and Finance manages revenue and expenses for the Mental Health and Addiction Service Division's (MHASD) \$99 million budget. It controls the county's financial risk for over \$45 million in Medicaid funds through rate setting, claims adjudication and supervision of a third party administrator (TPA). Business and Finance supports MHASD in serving approximately 29,000 unduplicated individuals annually. It analyzes claim, authorization and enrollment data to forecast future claims expenses.

### Program Description

MHASD's Business and Finance supports the systems of care for some of Multnomah County's most vulnerable populations, including those who are indigent and in need of mental health and addiction treatment. Staff support both the child and adult systems of care. Business and Finance manages the complex financial transactions required to deliver services in the county's Mental Health Organization (MHO), Verity. Verity is a federal insurance program funded by Medicaid and is a risk bearing entity. If expenditures exceed revenue, the county must make up the difference. It is the job of Business and Finance to ensure this does not happen.

Business and Finance produces financial and service utilization reports, interfaces with a third party administrator (TPA) to process Medicaid claims, and tracks funding from the state. It develops new procedures to respond to changes in federal and state funding. Business and Finance staff respond to financial inquiries from agencies, hospitals, elected officials, and the public. Business and Finance provides decision support and day to day information to the MHASD director and management team through timely financial projections to accompany pending business and fiscal decisions. MHASD Business and Finance staff work closely with DCHS Business Services and Central County Finance in all aspects of budget and finance.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Keep MHASD programs within authorized appropriations	100.0%	100.0%	100.0%	100.0%
Outcome	Exceptions noted by independent auditor annually <sup>1</sup>	0	0	0	0

### Performance Measure - Description

<sup>1</sup>Business and Finance's goal is zero exceptions noted by independent auditor.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$255,609	\$433,226	\$246,259	\$420,016
Contracts	\$61,650	\$800,000	\$0	\$1,040,000
Materials & Supplies	\$34,904	\$216,562	\$34,777	\$169,491
Internal Services	\$17,685	\$122,876	\$17,685	\$119,123
Total GF/non-GF:	<b>\$369,848</b>	<b>\$1,572,664</b>	<b>\$298,721</b>	<b>\$1,748,630</b>
Program Total:	<b>\$1,942,512</b>		<b>\$2,047,351</b>	
Program FTE	3.10	4.75	3.10	4.75
<b>Program Revenues</b>				
Indirect for dep't Admin	\$35,721	\$0	\$36,961	\$0
Intergovernmental	\$0	\$1,536,609	\$0	\$1,602,503
Other / Miscellaneous	\$0	\$36,055	\$0	\$146,127
<b>Total Revenue:</b>	<b>\$35,721</b>	<b>\$1,572,664</b>	<b>\$36,961</b>	<b>\$1,748,630</b>

**Explanation of Revenues**

\$146,127 - State Mental Health Grant Beginning Working Capital: Based on estimated 09-11 settlement revenue

\$1,602,503 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11

\$298,721 - County General Fund

**Significant Program Changes**

Last year this program was: #25054, MHASD Business and Finance

**Lead Agency:** County Human Services

**Program Contact:** David Hidalgo

**Program Offer Type:** Existing Operating

**Related Programs:** 25055B

**Program Characteristics:**

**Executive Summary**

Mental Health and Addiction Services Division operates a 24-hour, 365-day-a-year behavioral health emergency crisis response system. FY12 services include a crisis hotline, mobile crisis outreach and an urgent walk-in clinic. Included in the management of the crisis system is the authorization of services for Verity enrolled members as well as indigent services. The total number of people served in FY11 was 62,826.

Due to State of Oregon General Fund budget reductions in FY12 of \$1,584,090, this offer includes only services that can be funded by remaining \$955,678 County General Fund and \$1,508,025 Verity funds and State General Fund of \$1,895,864. These remaining services include: mobile crisis outreach 24/7 coverage, 50% reduction in hours for the Call Center and Urgent Walk In Clinic and the authorization of services for Verity enrolled members as well as indigent services.

**Program Description**

The behavioral health crisis system in Multnomah County is comprised of several distinct, yet interconnected services:

**Multnomah County Call Center** – This service is operated by Multnomah County 24/7, 365 days/year. The call center coordinates emergency mental health services for all county residents regardless of insurance status. Interpretation services are available for callers when needed. It also provides the following services: deploys mobile crisis resources as needed, provides information and referral, linkage to behavioral health services, community education on suicide prevention, after hours hospitalization authorizations for Verity members, and authorizations for indigent medications and transportation. The total number of calls managed in FY11 was 52,336.

**Project Respond** – This is the mobile outreach service that is contracted with a community based organization and is available 24/7, 365 days/year. Project Respond is deployed by the Call Center or Portland Police to provide face-to-face crisis evaluation and triage services to those in crisis regardless of insurance status. In FY11, the total number of clients served was 2,169.

**Urgent Walk-In Clinic (UWIC)** – This is a clinic based service contracted with a community based organization, available from 7 a.m. to 10:30 p.m., 365 days/year, that provides crisis evaluation, triage, and stabilization on a walk-in basis. The Urgent Walk-In Clinic is the only service available to indigent clients in crisis in Multnomah County with immediate access to a psychiatrist or psychiatric mental health nurse practitioner for medication evaluation and treatment. The clients seen at the walk-in clinic are primarily indigent. The total number of clients served in FY11 was 4,305.

**Utilization Review** – This function, operated in the Call Center, provides authorization oversight of Verity funds and indigent treatment funds for those experiencing mental health emergencies and crises. This clinical function ensures that expenditures stay within budget. The total number of contacts was 4,016 in FY11.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total crisis system contacts and utilization reviews	62,826	62,000	63,351	34,505
Outcome	% of UWIC clients seen by the UWIC that did not need to be referred to an ER**	96.5%	97.0%	96.4%	97.0%

**Performance Measure - Description**

\*Total crisis system contacts actuals for FY11 = call center contacts (52,336), project respond contacts (2,169), urgent walk in clinics contacts (4,305) and utilization reviews (4,016). FY13 includes FY12 Project Respond contacts and 50% of FY12 urgent walk in contacts and 50% call center contacts.

## Legal/Contractual Obligation

State of Oregon Mental Health Organization contract, Oregon Administrative Rules 410-141-0120 and 410-141-140, and Oregon Revised Statute 430.630. Local Mental Health Authority/Community Mental Health Program responsibility to provide crisis services.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,242,330	\$0	\$1,100,642
Contracts	\$1,073,345	\$2,957,413	\$1,220,787	\$2,190,957
Materials & Supplies	\$0	\$118,817	\$0	\$50,962
Internal Services	\$0	\$281,099	\$0	\$281,834
Total GF/non-GF:	<b>\$1,073,345</b>	<b>\$5,599,659</b>	<b>\$1,220,787</b>	<b>\$3,624,395</b>
Program Total:	<b>\$6,673,004</b>		<b>\$4,845,182</b>	
Program FTE	0.00	19.96	0.00	10.07
<b>Program Revenues</b>				
Indirect for dep't Admin	\$35,057	\$0	\$21,177	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$5,000
Intergovernmental	\$0	\$5,505,659	\$0	\$3,377,042
Other / Miscellaneous	\$0	\$94,000	\$0	\$242,353
<b>Total Revenue:</b>	<b>\$35,057</b>	<b>\$5,599,659</b>	<b>\$21,177</b>	<b>\$3,624,395</b>

## Explanation of Revenues

\$67,885 - State Mental Health Grant Local Admin  
\$2,014,104 - State Mental Health Grant Non Residential  
\$391,515 - State Mental Health Grant Community Crisis Services; all Based on FY12 grant award  
\$242,353 - State Mental Health Grant Beginning Working Capital: Based on estimated 09-11 settlement funding  
\$903,538 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11  
\$5,000 - Fees: Based on FY12 received Y-T-D Revenue projections  
\$1,220,787 - County General Fund

## Significant Program Changes

**Last year this program was:** #25055, Behavioral Health Crisis Services

Last year this program was funded by three funding sources; county general fund, state general fund and Verity OHP Medicaid. In FY12, as a result of a new state funding formula, state general fund to Multnomah County for the crisis system was cut by \$1,584,090. This change in funding impairs the ability of the county's crisis line to meet community need and will reduce hours from 24 hours a day to 12 hours a day. The urgent walk-in clinic will be reduced from 15 hours a day to 7.5 hours a day. The county's 24 mobile outreach program will remain 24 hours a day. Moved 7.66 FTE-Mental Health Consultants & 0.5 FTE-Program Supervisor to 25055B. Moved 2.0 FTE-Mental Health Consultant & 0.73 FTE-Program Supervisor to 25061-Adult Mental Health Initiative (AMHI). Added 1.0 FTE-Community Health Nurse for a net decrease of 9.89 FTE.

**Lead Agency:** County Human Services

**Program Contact:** David Hidalgo

**Program Offer Type:** Existing Operating

**Related Programs:** 25055A

**Program Characteristics:** One-Time-Only Request, Backfill State/Federal/Grant

### Executive Summary

This scaled offer represents the \$1,584,090 million state general fund FY12 reduction in crisis services. In order to maintain services at current level Verity OHP fund is needed.

This program offer allows the Mental Health and Addiction Services Division to continue to operate the complete 24 hour a day, seven day a week behavioral health emergency crisis response system continuum of services. FY12 services include a crisis hotline, mobile crisis outreach and an urgent walk-in clinic.

### Program Description

The behavioral health crisis system in Multnomah County is comprised of several distinct, yet interconnected services:

**Multnomah County Call Center** – This service is operated by Multnomah County 24/7, 365 days/year. The call center coordinates emergency mental health services for all county residents regardless of insurance status. Interpretation services are available for callers when needed. It also provides the following services: deploys mobile crisis resources as needed, provides information and referral, linkage to behavioral health services, community education on suicide prevention, afterhours hospitalization authorizations for Verity members, and authorizations for indigent medications and transportation. The total number of calls managed is 52,336 for a year.

**Project Respond** – This is the mobile outreach service that is contracted with a community based organization and is available 24/7, 365 days/year. Project Respond is deployed by the Call Center or Portland Police to provide face-to-face crisis evaluation and triage services to those in crisis regardless of insurance status. The total number of clients served was 2,169 for a year.

**Urgent Walk-In Clinic (UWIC)** – This is a clinic based service contracted with a community based organization, available from 7 a.m. to 10:30 p.m., 365 days/year, that provides crisis evaluation, triage, and stabilization on a walk-in basis. The Urgent Walk-In Clinic is the only service available to indigent clients in crisis in Multnomah County with immediate access to a psychiatrist or psychiatric mental health nurse practitioner for medication evaluation and treatment. The clients primarily seen at the walk-in clinic are indigent. The total number of clients served was 4,305 for a year.

**Utilization Review** – This function, operated in the Call Center, provides authorization oversight of Verity funds and indigent treatment funds for those experiencing mental health emergencies and crises. This clinical function ensures that expenditures stay within budget. The total number of contacts was 4,016 for a year.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total Crisis System Contacts <sup>1</sup>	0	0	0	28,321
Outcome	% of UWIC clients seen by the UWIC that did not need to be referred to an ER**	0.0%	0.0%	0.0%	97.0%

### Performance Measure - Description

<sup>1</sup> Total crisis system contacts actuals for FY11 = call center contacts (52,336), project respond contacts (2,169), urgent walk in clinics contacts (4,305) and utilization reviews (4,016). This measure equals the total number of contacts in offer 25055A subtracted from the total number of contacts provided in FY11 (62,826).



### Legal/Contractual Obligation

State of Oregon Mental Health Organization contract, Oregon Administrative Rules 410-141-0120 and 410-141-140, and Oregon Revised Statute 430.630. Local Mental Health Authority/Community Mental Health Program responsibility to provide crisis services.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$0	\$817,633
Contracts	\$0	\$0	\$0	\$766,456
Internal Services	\$0	\$0	\$0	\$478,494
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,062,583</b>
Program Total:	<b>\$0</b>		<b>\$2,062,583</b>	
Program FTE	0.00	0.00	0.00	8.16
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$358,252	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$2,062,583
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$358,252</b>	<b>\$2,062,583</b>

### Explanation of Revenues

\$2,062,583 - Oregon Health Plan (Verity) Reserves

### Significant Program Changes

**Last year this program was:** #25055, Behavioral Health Crisis Services

Includes 7.66 FTE-Mental Health Consultants & 0.5 FTE Program Supervisor previously budgeted in FY 2012's Program Offer 25055-Behavioral Health Crisis Services.

**Lead Agency:** County Human Services

**Program Contact:** David Hidalgo

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Mental Health and Addiction Services Division (MHASD) has identified alternatives to inpatient hospitalization as an essential service in the continuum of care. The Crisis Assessment and Treatment Center, CATC, offers 16 beds of short-term mental health treatment in a secure locked environment as a lower cost alternative to hospitalization for over 500 clients per year. Facility staffing includes physical and mental health professionals and peer support specialists.

### Program Description

Sub-acute is a short-term stabilization program for those individuals in a mental health crisis who require a secure alternative to incarceration or hospitalization. It is a critical component in a full continuum of mental health services. Although it works with other community agencies that provide long term-care, the mission of the sub-acute facility is brief intervention when a person becomes a danger to themselves or others due to his/her mental illness. The target length of stay is 6 days. Since the individual remains linked to the community, length-of-stay is minimized and the person is less likely to lose critical recovery supports including Medicaid eligibility and housing. Sub-acute care is less expensive than hospitalization. As part of a best practice model for facilities of this type, the treatment team includes consumer positions on staff (Peer Support Specialists) to provide mentoring and linkage to services in the community. These positions are salaried members of the treatment team and a part of MHASD's goal to integrate peer delivered services into the system of care.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of admissions that are Verity members <sup>1</sup>	0	0	306	306
Outcome	Number of Verity inpatient (hospital) bed days per thousand members <sup>2</sup>	0	0	140	130
Output	# of admissions that are indigent and/or Medicare <sup>1</sup>	0	0	238	238
Output	Number of inpatient days for uninsured/indigent/Medicare adults <sup>2</sup>	0	0	4,544	4,544

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup>Last year's offer was a projection for a program that opened in June 2011. Since the program has opened, the measure needed to be revised. The previous output, "# persons admitted who would otherwise have been hospitalized or jailed" was broken into two populations, Verity members, and Indigent/Medicare clients.

<sup>2</sup> Inpatient days refers to hospital stays- a lower number indicates a reduction in use of this highest and most expensive level of care.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$597,500	\$2,646,295	\$597,500	\$2,546,295
Internal Services	\$0	\$256,253	\$0	\$276,199
Total GF/non-GF:	<b>\$597,500</b>	<b>\$2,902,548</b>	<b>\$597,500</b>	<b>\$2,822,494</b>
Program Total:	<b>\$3,500,048</b>		<b>\$3,419,994</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$44,287	\$0	\$41,973	\$0
Intergovernmental	\$0	\$2,902,548	\$0	\$2,822,494
<b>Total Revenue:</b>	<b>\$44,287</b>	<b>\$2,902,548</b>	<b>\$41,973</b>	<b>\$2,822,494</b>

**Explanation of Revenues**

\$405,173 - State Mental Health Grant Regional Acute Inpatient Facility: Based on FY12 grant award  
 \$1,819,821 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11  
 \$597,500 - City of Portland: Based on FY12 budget  
 \$597,500 - County General Fund

**Significant Program Changes**

Last year this program was: #25056, Mental Health Subacute Facility - Operating

**Lead Agency:** County Human Services

**Program Contact:** Len Lomash

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The more intensive mental health needs of children and families enrolled in Oregon Health Plan are met through the following service types: psychiatric inpatient hospitalization services, psychiatric residential treatment services for children, and secure alternatives to psychiatric hospitalization for children. The three program elements combined provide a continuum of services for approximately 190 children each year who need secure placement outside the home for mental health care.

### Program Description

Three distinct levels of higher intensity care are available in the mental health service continuum for children and families: Psychiatric inpatient hospitalization is the most intensive and restrictive level of treatment for children suffering from mental illness. The Mental Health and Addiction Services Division (MHASD) Utilization Management Team coordinates with hospital and community providers to recommend inpatient medical treatment only when community-based care is inadequate to prevent a mental health crisis or manage severe symptoms, based on medical necessity and clinical criteria. The average hospital stay for a child is 9.1 days.

Secure alternatives to psychiatric hospitalization (sub-acute) stabilize mental health symptoms for children who would otherwise require inpatient hospitalization. Service is provided at a secure community-based facility that is staffed 24 hours a day with medical and clinical personnel. Treatment includes clinical programming, family therapy, medication management and discharge planning. The MHASD Utilization Management Team authorizes the service.

The least intensive of these three service types, psychiatric residential services, treat children who, because of acute mental illness, are unable to manage their own behavior and who often present a threat to themselves and their parents. Highly trained staff provide 24-hour-a-day service, including psychiatric day treatment, medication management and basic supervision. MHASD's Utilization Management Team manages these services and works with providers to discharge children into the community when appropriate.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total unduplicated children receiving inpatient, subacute & residential care <sup>1</sup>	183	183	193	193
Outcome	Average length of stay in psychiatric residential treatment <sup>2</sup>	90	85	110	90

### Performance Measure - Description

**Legal/Contractual Obligation**

State of Oregon Mental Health Organization (MHO) contract; Statement of Work.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$3,396,382	\$0	\$4,789,440
Internal Services	\$0	\$168,461	\$0	\$215,046
Total GF/non-GF:	<b>\$0</b>	<b>\$3,564,843</b>	<b>\$0</b>	<b>\$5,004,486</b>
Program Total:	<b>\$3,564,843</b>		<b>\$5,004,486</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$82,872	\$0	\$115,425	\$0
Intergovernmental	\$0	\$3,564,843	\$0	\$5,004,486
<b>Total Revenue:</b>	<b>\$82,872</b>	<b>\$3,564,843</b>	<b>\$115,425</b>	<b>\$5,004,486</b>

**Explanation of Revenues**

\$5,004,486 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11

**Significant Program Changes**

Last year this program was: #25057, Inpatient, Subacute & Residential MH Services for Children

**Lead Agency:** County Human Services

**Program Contact:** Jean Dentinger

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Commitment Services includes Emergency Psychiatric Holds (E-Holds), Involuntary Commitment Program (ICP), Commitment Monitors, and the State Hospital Waitlist Reduction Program (WLRP). The county is the payor of last resort for indigent E-Holds and ICP staff are required to investigate and determine whether individuals on an E-Hold present a risk of harm to themselves or others and if a court hearing should be recommended. Provision of commitment monitors is a requirement of the county as the Local Mental Health Authority (LMHA). In FY12 ICP investigated 1,400 E-Holds for indigent residents and 4,736 total holds; commitment staff monitored 546 patients and 160 trial visits. In FY12, the state also began funding the county to pay for hospital admissions of uninsured consumers who are committed and monitored by MHASD's commitment monitors.

### Program Description

Commitment Services is comprised of several distinct, yet interconnected services:

**Involuntary Commitment Program:** An E-Hold places an individual in a hospital while ICP staff investigate the individual's mental health status to determine if the person has a mental illness and is dangerous to self and/or others. ICP staff file for a pre-commitment hearing with the circuit court. When staff recommend a hearing, ORS 426.110-120 requires that a court examiner make an independent recommendation to the Judge.

**Emergency Hold:** When an individual is placed on an E-Hold and cannot pay for the hospital stay, ORS 426 requires that the county pay for these services. The county is required to provide commitment monitoring services.

**Commitment Monitors:** Staff in this unit assess committed individuals to determine whether they continue to meet commitment criteria, work with hospital staff to develop treatment and discharge plans, and make recommendations on continued hospitalization. Commitment monitors perform monitoring services during trial visits to the community, facilitate financial and medical entitlements, and ensure that individuals transition into the most appropriate level of community care. In FY12, the state began funding the county to pay for uninsured consumers who are committed and monitored in the hospital by MHASD's commitment monitors.

**State Hospital Waitlist Reduction Program (WLRP):** Funding provides for Intensive Case Management (ICM) for patients discharging from the State Hospital and acute care hospitals, and for four Emergency Department Liaisons. ICM and transition planning prevent relapses into hospital care and reduce the County's burden as the payor of last resort. ICM staff provide connection with resources and assistance in obtaining housing, access to health care, social services, and outpatient mental health services. These services address the needs of mentally ill county residents at the highest level of care. Services provide care and service coordination, ensure adequacy and appropriateness of resources and provide protection of legal and civil rights.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of E-Holds for indigent County residents	1,100	1,100	1,400	1,250
Outcome	% of total E-Holds that went to Court hearing <sup>1</sup>	7.4%	8.4%	7.3%	7.3%
Output	# of commitments monitored	750	650	546	600
Outcome	% of total E-Holds with a hearing that resulted in commitment <sup>2</sup>	73.0%	80.0%	82.7%	83.0%

### Performance Measure - Description

<sup>1</sup>Outcomes measure staff effectiveness in applying ORS 426- This measure is the percentage of E-Hold Court hearings that result in a commitment.

<sup>2</sup> This percentage is increasing as staff respond to the conservativeness of the Circuit Court and State Appellate Court in interpreting ORS 426.

### Legal/Contractual Obligation

The ORS 426 requires that all persons placed on a notice of mental illness be investigated within 24 hours, as well as monitored upon commitment, as a protection of their civil rights; The state delegates the implimentation of this statute to the counties.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$925,224	\$2,155,638	\$927,107	\$2,197,880
Contracts	\$200,000	\$1,698,071	\$205,000	\$4,082,451
Materials & Supplies	\$0	\$70,342	\$13,874	\$77,342
Internal Services	\$0	\$276,533	\$0	\$276,433
Total GF/non-GF:	<b>\$1,125,224</b>	<b>\$4,200,584</b>	<b>\$1,145,981</b>	<b>\$6,634,106</b>
Program Total:	<b>\$5,325,808</b>		<b>\$7,780,087</b>	
Program FTE	9.00	21.10	9.00	21.10
<b>Program Revenues</b>				
Intergovernmental	\$0	\$4,112,069	\$0	\$6,634,106
Other / Miscellaneous	\$0	\$88,515	\$0	\$0
Total Revenue:	<b>\$0</b>	<b>\$4,200,584</b>	<b>\$0</b>	<b>\$6,634,106</b>

### Explanation of Revenues

\$523,028 - State Mental Health Grant Non Residential: Based on FY12 grant award  
\$4,651,259 - State Mental Health Grant Regional Acute Inpatient Facility: Based on FY12 grant award  
\$1,459,819 - State Mental Health Grant Community Crisis Services: Based on FY12 grant award  
\$1,145,981 - County General Fund

### Significant Program Changes

Last year this program was: #25058, Mental Health Commitment Services

**Lead Agency:** County Human Services

**Program Contact:** David Hidalgo

**Program Offer Type:** Innovative/New Program

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### Executive Summary

This program offer would provide a portion of the funding necessary for a peer-run supported employment program. Additional funding will come from private foundations and in-kind donations. These peer-run employment and education programs typically secure funding from federal, state, and local governments including municipal mental health departments and the national Substance Abuse and Mental Health Services Administration (SAMSHA). Every dollar of county general fund would directly provide employment for a person with a mental illness.

### Program Description

This program offer would specifically support a peer-run supported employment center in three ways:

1. Fund positions and operating costs of a peer-run entity that will offer employment, wellness and administrative support
2. Quality assurance & training: ICCD Certification requires that the peer-run entity meet a defined standard of service delivery. Adherence to these standards requires regular training and management for staff.
3. Locating and securing adequate facility for peer-run employment center

Education is tightly linked with income and wealth, and less education is linked with poor health. Peer-run supported employment would provide encouragement and assistance for members in securing continuing education, and advocating for reasonable accommodations.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of active members	0	0	75	100
Outcome	Percent of members in paid employment positions	0.0%	0.0%	8.0%	12.0%
Output	Average daily attendance (ADA)	0	0	10	15

### Performance Measure - Description



Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$0	\$0	\$80,000	\$0
Total GF/non-GF:	\$0	\$0	\$80,000	\$0
Program Total:	\$0		\$80,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund - \$80,000

Significant Program Changes

Last year this program was:

**Lead Agency:** County Human Services

**Program Contact:** Neal Rotman

**Program Offer Type:** Existing Operating

**Related Programs:** 25061

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

This program includes Mental Health Residential Services and Transitional Housing. Staff in Residential Services facilitates referral, screening and placement for individuals with a severe mental illness that require care in a 24-hour-a-day setting. Residential treatment programs include: Secure Residential Treatment Facilities (SRTFs), Residential Treatment Homes (RTHs), Adult Foster Care Homes and a range of semi-independent supported housing programs. Transitional Housing focuses on individuals who require assistance obtaining permanent housing while addressing their mental health needs. Transitional housing allows the individual a short-term stable housing opportunity to decrease the likelihood that they will need crisis and acute services until more permanent housing is obtained.

### Program Description

Residential services is comprised of two distinct, yet interconnected services:

**Residential Services** - Residential staff screen and place adults with severe and persistent mental illness in structured housing where licensed caregivers provide mental health and social services in 64 separate facilities/homes. Staff have received 352 referrals in FY11, with 44.9% placement rate. Staff monitor facilities for licensing and treatment requirements, provide training, technical assistance, and assist with development and siting of new facilities.

**Transitional Housing** - Royal Palm is a 50 bed transitional housing facility, providing 20 dormitory shelter beds and 30 units of Single Room Occupancy. This is low barrier housing for individuals with a mental illness who are homeless or at imminent risk of homelessness. The facility is staffed 24-hours-a-day and provides on-site case management and mental health treatment services. The Royal Palm housed 101 clients in FY11.

Residential Services and Transitional Housing link mental health treatment to stable, short and long term housing. Programs provide intervention and service coordination in the provision of housing and comprehensive community supports and services, as well as facilitate discharge of adults with mental illness to community residential programs from local acute care inpatient psychiatric facilities and the Oregon State Hospital, allowing consumers to increase their independence in the least restrictive level of care.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of new Residential Services referrals	367	380	352	350
Outcome	% of Residential Services referrals placed	39.8%	45.0%	44.9%	45.0%

### Performance Measure - Description

Measure 1 allows residential services to assess the percentage of referrals it is able to place and provides information related to the gap in number of beds needed relative to referrals received. Referrals go up and down in response to the number of new residential beds opened in a fiscal year, as well as discharges from the acute care and state hospitals.

## Legal/Contractual Obligation

Residential Services: OAR 309-035-0100 through 309-035-0190, OAR 309-032-0450, Adult Foster Care Chapter 309, Division 040. Bridgeview Transitional Services: OAR 309-032-0525 Standards for Adult Mental Health Services.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$468,275	\$296,710	\$474,903	\$374,920
Contracts	\$399,799	\$8,524,945	\$609,084	\$8,846,414
Materials & Supplies	\$16,224	\$29,000	\$16,224	\$29,000
Internal Services	\$61,448	\$11,264	\$61,448	\$14,543
Total GF/non-GF:	<b>\$945,746</b>	<b>\$8,861,919</b>	<b>\$1,161,659</b>	<b>\$9,264,877</b>
Program Total:	<b>\$9,807,665</b>		<b>\$10,426,536</b>	
Program FTE	4.50	4.10	4.50	4.10
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$1,760	\$0
Intergovernmental	\$0	\$8,861,919	\$0	\$9,226,273
Other / Miscellaneous	\$0	\$0	\$0	\$38,604
Total Revenue:	<b>\$0</b>	<b>\$8,861,919</b>	<b>\$1,760</b>	<b>\$9,264,877</b>

## Explanation of Revenues

\$313,151 - State Mental Health Grant Local Admin;  
\$2,731,327 - State Mental Health Grant Non Residential;  
\$2,559,036 - State Mental Health Grant Residential Treatment Services;  
\$3,273,447 - State Mental Health Grant: All Based on FY12 grant award  
\$76,312 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11  
\$273,000 - City of Portland: Based on grant agreement  
\$38,604 - State Mental Health Grant Beginning Working Capital: Based on 09-11 estimated settlement  
\$1,161,659 - County General Fund

## Significant Program Changes

**Last year this program was:** #25060A, Mental Health Residential Services  
\$34,400 Backfilling reduction from the City of Portland funding.

**Lead Agency:** County Human Services

**Program Contact:** Len Lomash

**Program Offer Type:** Existing Operating

**Related Programs:** 25060A

**Program Characteristics:**

**Executive Summary**

The Adult Mental Health Initiative (AMHI): diverts individuals from Oregon State Hospital (OSH); coordinates successful discharge from OSH into appropriate community placements; coordinates care for individuals residing primarily in licensed residential facilities in order to move individuals into the least restrictive housing possible; and care coordinates and develops supports to maximize independent living.

**Program Description**

Mental Health and Addiction Services (MHASD) staff work with other MHASD units, OSH, Addictions and Mental Health (AMH), Mental Health Organizations (MHOs) and other counties to coordinate the placement and movement of individuals primarily within a statewide network of licensed housing providers. New or enhanced services offered by AMHI can include: supported housing development and rental assistance to increase housing options matched to client need; Exceptional Needs care coordination to assure access to appropriate housing placements and the development of supports to increase success in the community; referrals to Supported Employment and Assertive Community Treatment to help move clients towards greater independence; and transition planning management to assure the most efficient utilization of the licensed residential housing stock within the community.

The overarching goal of AMHI is assisting individuals to achieve the maximum level of independent functioning possible. This goal is achieved by diverting individuals from admission to OSH; supporting quick, safe and appropriate discharges from OSH into the community; and providing supports (skills training, etc.) to help individuals achieve as independent living as possible in the least restrictive housing environment. These three goals are quantified as Qualifying Events (QEs) in the Performance Measures.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Clients Served in AMHI	0	0	550	600
Outcome	Number of Qualifying Events	0	0	190	208

**Performance Measure - Description**

✓ **Measure Changed**

The previous measure only measured diversions, and discharges from OSH. The contractual measure of performance are total Qualifying Events, defined as total of OSH diversions, OSH discharges, and discharges to lower levels of residential care within the community (i.e., increase independent living).

**Legal/Contractual Obligation**

State of Oregon Mental Health Organization contract

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$517,486	\$0	\$1,049,551
Contracts	\$0	\$1,452,332	\$0	\$507,314
Materials & Supplies	\$0	\$0	\$0	\$961,343
Internal Services	\$0	\$100,811	\$0	\$126,634
Total GF/non-GF:	<b>\$0</b>	<b>\$2,070,629</b>	<b>\$0</b>	<b>\$2,644,842</b>
Program Total:	<b>\$2,070,629</b>		<b>\$2,644,842</b>	
Program FTE	0.00	5.70	0.00	10.98
<b>Program Revenues</b>				
Indirect for dep't Admin	\$25,547	\$0	\$25,333	\$0
Intergovernmental	\$0	\$1,098,943	\$0	\$2,600,263
Other / Miscellaneous	\$0	\$971,686	\$0	\$44,579
<b>Total Revenue:</b>	<b>\$25,547</b>	<b>\$2,070,629</b>	<b>\$25,333</b>	<b>\$2,644,842</b>

**Explanation of Revenues**

\$1,501,916 - State Mental Health Grant Special Projects: Based on FY12 grant award

\$44,579 - State Mental Health Grant Beginning Working Capital: Based on 09-11 estimated settlement

\$1,098,347 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11

**Significant Program Changes****Last year this program was:** #25060B, Adult MH Initiative: Residential

Moved 2.0 FTE-Mental Health Consultant & 0.73 FTE-Program Supervisor from Program Offer 25055-Behavioral Health Crisis Services; Increased 3.0 FTE-Mental Health Consultant & 1.0 FTE-Office Assistant 2 for a net increase 5.28 FTE. Last year was the initial start-up year for the program(actually a 10 month contract). Our Qualifying Event contract deliverable has more than doubled this year to 190 from 86. Increased staffing required to meet the higher program goals. Increased revenue is due to increase in State General Fund AMHI 37.

**Lead Agency:** County Human Services

**Program Contact:** Len Lomash

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer describes the existing continuum of adult mental health care funded by Oregon Health Plan and managed by Verity, the county's mental health organization. The continuum addresses the needs of adults at emergent (most acute), urgent and routine (least acute) levels of care. Psychiatric hospitalization treats persons at immediate risk to themselves or others. Respite services provide intervention when an individual's symptoms have risen beyond the scope of outpatient treatment. Outpatient treatment services provide a range of care matched to diagnosis and acuity to over 9,000 adults annually.

### Program Description

This service continuum contains three distinct service elements that contribute to a system of care for adults: psychiatric inpatient, respite and outpatient services. Psychiatric inpatient hospitalization is the most intensive level of care in the adult system. Hospital admission is carefully monitored to ensure that it is only offered where medically and clinically appropriate. Once admitted, individuals receive the full range of treatment services provided in a hospital setting. The Mental Health and Addiction Services Division (MHASD) Crisis Services works with the hospitals and providers to provide individuals a safety net of services as they transition into the community following discharge. The call center coordinated these services for 1,176 inpatient discharges in FY11.

Mental health respite services are a community-based approach to stabilize individuals whose symptoms have exceeded the scope of outpatient treatment. The goal is to prevent hospitalization through early intervention with short-term, intensive residential treatment. Respite care contains a range of treatment options, including medication management, clinical treatment and post-discharge transition planning. It has been defined as a best practice when used in a continuum of treatment services.

Adult mental health outpatient services provide a comprehensive array of treatment options that address the needs of each individual, including several categories of individual and group therapy, general and intensive case management for individuals with severe mental illness, intensive outreach and medication management. Outpatient services address long and short term mental health needs to lessen the need for more acute services. An average of 4,146 adults receive outpatient services each month, with many remaining in treatment for several months.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total adults receiving outpatient mental health services <sup>1</sup>	9,576	8,977	9,789	9,789
Outcome	Percent of adults readmitted to inpatient within 30 days of discharge <sup>2</sup>	19.7%	17.4%	20.0%	20.0%

### Performance Measure - Description

<sup>1</sup> Number of unduplicated Verity adult enrollees who received an outpatient mental health service during the measurement period.

<sup>2</sup> Percent of unduplicated Verity adult enrollees who were readmitted to inpatient hospitalization within 30 days of discharge during the measurement period.

**Legal/Contractual Obligation**

State of Oregon Mental Health Organization (MHO) Contract, Statement of Work.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$70,880	\$0	\$75,255
Contracts	\$284,000	\$19,525,000	\$0	\$17,609,506
Materials & Supplies	\$0	\$2,569	\$0	\$3,103
Internal Services	\$0	\$991,570	\$0	\$1,031,137
Total GF/non-GF:	<b>\$284,000</b>	<b>\$20,590,019</b>	<b>\$0</b>	<b>\$18,719,001</b>
Program Total:	<b>\$20,874,019</b>		<b>\$18,719,001</b>	
Program FTE	0.00	0.50	0.00	0.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$477,260	\$0	\$425,348	\$0
Intergovernmental	\$0	\$20,530,019	\$0	\$18,441,720
Other / Miscellaneous	\$0	\$60,000	\$0	\$277,281
<b>Total Revenue:</b>	<b>\$477,260</b>	<b>\$20,590,019</b>	<b>\$425,348</b>	<b>\$18,719,001</b>

**Explanation of Revenues**

\$277,281 - State Mental Health Grant Beginning Working Capital: Based on 09-11 estimated settlement

\$18,441,720 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11

**Significant Program Changes**

Last year this program was: #25062, Mental Health Services for Adults

**Lead Agency:** County Human Services

**Program Contact:** Joan Rice

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Multnomah Treatment Fund (MTF) prioritizes community-based services to individuals who experience symptoms of severe mental illness and have been released from jail or psychiatric hospitals and/or are at risk of hospitalization or significant decompensation, but are uninsured and ineligible for Oregon Health Plan (OHP). MTF addresses immediate health and safety concerns until insurance or OHP coverage is obtained. Due to a state funding reduction of \$260,000 in FY12, MTF will provide mental health services to approximately 617 adults, which is 114 fewer adults than in FY12.

### Program Description

These funds will support an array of services for the over 600 individuals who experience severe mental illness and are uninsured and without financial resources. The Mental Health and Addiction Services Division (MHASD) provides funds to the network of providers to treat consumers who are uninsured during periods of exacerbated symptoms in acute stages of illness.

The goal is to stabilize and prevent more drastic consequences including hospitalization, incarceration, addiction relapse, and loss of custody of children. If these services are effective, the client is spared a prolonged period of instability and the county preserves funds that would otherwise be lost to the high-cost alternatives such as hospitalization. Since these funds are limited, a designated adult system of care coordinator performs chart reviews for clinical necessity, choice of intervention, and financial eligibility. Services can include individual and group therapy, intensive case management, community outreach, housing assistance, medication management, dual diagnosis treatment, care coordination, and crisis intervention.

While the person is receiving services, he/she can be linked to other supports and acquire assistance in securing OHP benefits through the DCHS Benefits Recovery Project and health care through the Multnomah County Health Department or other clinics serving indigent clients.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total # of adults who received county funded outpatient services or medication <sup>1</sup>	739	928	731	617
Outcome	Average emergency hold hospitalizations per uninsured adult served <sup>2</sup>	2	1	2	2

### Performance Measure - Description

<sup>1</sup> Unduplicated uninsured adults who received at least one county funded outpatient mental health service or at least one county funded medication during the measurement period.

<sup>2</sup> Total number of emergency holds for uninsured adults divided by the number of unduplicated uninsured adults identified in item #1 (above).

\*The number of uninsured adults has been dropping with the increase of Oregon Health Plan enrollees. This number can change depending on OHP's ability to enroll additional enrollee's.



## Legal/Contractual Obligation

Multnomah Treatment Fund was initiated by the Board of County Commissioners.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$1,351,826	\$316,150	\$1,343,582	\$53,190
Total GF/non-GF:	<b>\$1,351,826</b>	<b>\$316,150</b>	<b>\$1,343,582</b>	<b>\$53,190</b>
Program Total:	<b>\$1,667,976</b>		<b>\$1,396,772</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$260,000	\$0	\$27,400
Other / Miscellaneous	\$0	\$56,150	\$0	\$25,790
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$316,150</b>	<b>\$0</b>	<b>\$53,190</b>

## Explanation of Revenues

\$25,790 - State Mental Health Grant Beginning Working Capital: Based on 09-11 estimated settlement  
\$27,400- State Mental Health Grant Non-Residential Services: Based on FY12 grant award  
\$1,343,582 - County General Fund

## Significant Program Changes

Last year this program was: #25063, Mental Health Treatment & Medications for the Uninsured

**Lead Agency:** County Human Services

**Program Contact:** Ebony Clarke

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Early Assessment and Support Alliance (EASA) is an early psychosis intervention program addressing the needs of young persons aged 15-25 who demonstrate initial symptoms of psychosis, with the goal of managing long-term problems and consequences. EASA offers formal psychiatric treatment services as well as vocational and educational support, and involves the young person's family in treatment. The program will provide services for approximately 82 clients, an increase of 6.5% from the previous year.

### Program Description

The EASA team identifies young people experiencing the first episodes of psychosis and offers them a broad array of individualized treatment avenues and community-based care. Services include assessment, treatment planning, case management, medication management, psycho-educational workshops, multi-family groups, occupational assessments and interventions, and assistance with accessing supported employment and educational opportunities. These services are provided by a multidisciplinary team that includes a psychiatrist, a nurse, a vocational and occupational therapist and mental health consultants. The team's composition and activities are designed to meet the standards of a defined evidenced based practice model as required by the state. Research suggests that the median age for the onset of initial episodes of psychosis is under the age of 25. Research also suggests that early intervention and immediate access to treatment can directly reduce hospitalization rates and the incidence of psychosis' long-term disabling consequences.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total individuals enrolled in program receiving ongoing services	77	77	82	82
Outcome	% reduction in hospitalization rate 3 months pre and 6 months post enrollment <sup>1</sup>	82.0%	85.0%	90.0%	87.0%

### Performance Measure - Description

<sup>1</sup> This measure compares the hospitalization rate for the 3 months prior to services with the rate for the 6 months post EASA service enrollment which is an indication of the stabilization of the individual.

**Legal/Contractual Obligation**

State Mental Health Grant County Financial Assistance Agreement

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$684,741	\$0	\$704,752
Contracts	\$0	\$305,960	\$0	\$315,960
Materials & Supplies	\$0	\$26,416	\$0	\$26,416
Internal Services	\$0	\$82,475	\$0	\$83,475
Total GF/non-GF:	<b>\$0</b>	<b>\$1,099,592</b>	<b>\$0</b>	<b>\$1,130,603</b>
Program Total:	<b>\$1,099,592</b>		<b>\$1,130,603</b>	
Program FTE	0.00	7.20	0.00	7.20
<b>Program Revenues</b>				
Indirect for dep't Admin	\$1,220	\$0	\$1,220	\$0
Intergovernmental	\$0	\$810,770	\$0	\$834,319
Other / Miscellaneous	\$0	\$288,822	\$0	\$296,284
<b>Total Revenue:</b>	<b>\$1,220</b>	<b>\$1,099,592</b>	<b>\$1,220</b>	<b>\$1,130,603</b>

**Explanation of Revenues**

\$834,319 - State Mental Health Grant Non-Residential Youth and Young Adult Services: Based on FY12 grant award

\$296,284 - State Mental Health Grant Beginning Working Capital: Based on 09-11 estimated settlement

**Significant Program Changes**Last year this program was: #25064A, Early Assessment and Support Alliance

**Lead Agency:** County Human Services

**Program Contact:** David Hidalgo

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer co-funds 1 FTE with the City of Portland to perform mental health assessments of individuals receiving domestic violence-related services in Multnomah County, including at domestic violence shelters and the Gateway Center for Domestic Violence Services.

### Program Description

Through this City/County partnership, individuals who are receiving domestic violence-related services in Multnomah County receive on-site mental health assessments, including the four domestic violence shelters and the Gateway Center for Domestic Violence Services. The clinician who serves as a liaison between domestic violence and mental health and addiction providers, travels to each of the shelters on a regular basis and spends approximately two-thirds of the time at the Gateway Center. The clinician attends the appropriate domestic violence community meetings and events (such as the monthly Family Violence Coordinating Council meetings) and provides training to facilitate increased knowledge and understanding between the mental health and domestic violence providers. The clinician also carries a small caseload of uninsured consumers and provides evidence-based group services such as Seeking Safety and a domestic violence process group that supplements what is offered within the domestic violence agency settings.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of unique clients served annually	0	250	250	250
Outcome	Percentage of clients reporting they are better able to make informed decisions	0.0%	95.0%	97.0%	95.0%

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$0	\$0	\$67,000
Materials & Supplies	\$32,000	\$0	\$0	\$0
Total GF/non-GF:	<b>\$32,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$67,000</b>
Program Total:	<b>\$32,000</b>		<b>\$67,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$0	\$0	\$33,500
Other / Miscellaneous	\$0	\$0	\$0	\$33,500
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$67,000</b>

**Explanation of Revenues**

\$33,500 - State Mental Health Grant Beginning Working Capital: Based on 09-11 estimated settlement  
\$33,500 - City of Portland General Fund

**Significant Program Changes**

**Last year this program was:** #25065, Victims and Survivors of Domestic Violence

Last year this program was an innovative new program offer. This year we are requesting continuation of the co-funded clinician with the City of Portland as an existing operating in target program offer.

**Lead Agency:** County Human Services

**Program Contact:** David Hidalgo

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The county's managed mental health organization, Verity, is required to pay a 1% provider tax to the state to leverage additional federal funds for the Oregon Health Plan. The additional funds received by the state are then redistributed through the Oregon Health Plan reimbursement.

### Program Description

The Oregon State Legislature approved a tax on managed care plans to support benefits for Oregon Health Plan Standard enrollees. The dollars raised by the tax on managed care plans are eligible to be matched by federal Medicaid funds. The federal government will match every dollar the State raises with \$1.50. This additional money is used by the state to fund Oregon Health Plan benefits so that individuals at a higher percentage of the federal poverty level can receive health care, including mental health care.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	N/A	0	0	0	0
Outcome	N/A	0	0	0	0

### Performance Measure - Description

### Legal/Contractual Obligation

Provider Tax is a requirement of participation in Oregon Health Plan as a Mental Health Organization under contract with the State of Oregon.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$465,000	\$0	\$427,728
Total GF/non-GF:	<b>\$0</b>	<b>\$465,000</b>	<b>\$0</b>	<b>\$427,728</b>
Program Total:	<b>\$465,000</b>		<b>\$427,728</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$465,000	\$0	\$427,728
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$465,000</b>	<b>\$0</b>	<b>\$427,728</b>

### Explanation of Revenues

\$427,728 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11

### Significant Program Changes

Last year this program was: #25066, Mental Health Organization Provider Tax

**Lead Agency:** County Human Services

**Program Contact:** Ebony Clarke

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This mental health service array serves children and youth up to age 21. Services range from prevention/early intervention in the Early Childhood and Head Start program that serves 5,327 children annually, to a comprehensive outpatient service system that successfully maintains children in their homes, schools, and community.

### Program Description

This array provides a continuum of services for over 11,000 children by combining Early Childhood and Head Start Mental Health Services, Child Abuse Mental Health Services provided at CARES NW, Children's Mental Health Outpatient Services (Verity), and Intensive In-Home and Community Mental Health Services for Children.

Services include evidence-based counseling for at risk children and their families, Incredible Years parent groups, early childhood classroom consultation, psychiatric day treatment, crisis respite, individual and group therapy, skill building and medication management. Care is coordinated with allied agencies such as Child Welfare, MESD and schools, Head Start programs, Developmental Disabilities, the juvenile justice system, Multnomah Wraparound, and physical healthcare providers, to ensure the best outcomes for children and youth.

Services offered are culturally competent and promote the development of healthy attachments and positive parenting practices so that needs are addressed before they become acute. The goal of every program in this array is to promote educational success and to keep vulnerable children in home settings with their families, permanent foster care families or other long term caregivers. Special effort is taken to guarantee families are provided opportunities for planning and choosing their care.

The prevention and early intervention services provided by the Early Childhood and Head Start Program addresses child and family needs before they become more acute. The Child Abuse Mental Health program (CARES NW), reduces trauma of vulnerable children and their families which in turn reduces their risk of developing long term health and mental health problems. Outpatient Services deliver a family-centered model that leads to long-term stability for children and parents. Intensive mental health treatment intervenes in crisis situations to keep children at home, in school, and out of trouble.

This service array is in keeping with the goals of both the Early Childhood and School Aged Policy Frameworks as they relate to strengthening families and promoting educational success for children with mental illness.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total children receiving outpatient services <sup>1</sup>	4,514	5,103	4,423	4,423
Outcome	Percent children with improved behavior in school <sup>2</sup>	79.1%	80.0%	80.0%	80.0%

### Performance Measure - Description

<sup>1</sup> This measure is the number of unduplicated children and youth ages 0 - 20 with at least one reported mental health treatment encounter in any outpatient service. Verity and Multnomah Treatment Fund (MTF) claims data.

<sup>2</sup> Percentage of children with improved behavior in school as reported in state mental health CPMS closed case data.



## Legal/Contractual Obligation

Community Mental Health Program obligations ORS 430.630

State of Oregon, Mental Health Organization contract Statement of Work

Oregon Administrative Rule 309-032-1240 to 309-032-1305, 309-014-0020, 309-014-0025, 309-014-0030, 309-014-0035.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,114,131	\$900,205	\$1,254,392	\$719,978
Contracts	\$135,164	\$10,328,189	\$138,543	\$9,167,358
Materials & Supplies	\$43,458	\$9,169	\$41,198	\$10,508
Internal Services	\$248,254	\$539,003	\$243,014	\$452,154
Total GF/non-GF:	<b>\$1,541,007</b>	<b>\$11,776,566</b>	<b>\$1,677,147</b>	<b>\$10,349,998</b>
Program Total:	<b>\$13,317,573</b>		<b>\$12,027,145</b>	
Program FTE	11.30	6.75	11.80	6.55
<b>Program Revenues</b>				
Indirect for dep't Admin	\$247,253	\$0	\$223,161	\$0
Intergovernmental	\$0	\$11,776,566	\$106,788	\$10,349,998
<b>Total Revenue:</b>	<b>\$247,253</b>	<b>\$11,776,566</b>	<b>\$329,949</b>	<b>\$10,349,998</b>

## Explanation of Revenues

\$315,882 - State Mental Health Grant Child/Adolescent Mental Health Services: Based on FY12 grant award

\$152,280 - Title XIX-OMAP payments: Based on FY12 revised budget

\$58,238 - FFS Service Receipts: Based on FY12 revised budget

\$148,092 - Head Start Contracts: Based on FY12 grant award

\$9,675,506 - Oregon Health Plan Premium: Based on FY12 Rate per Client times number of clients as of 12/31/11

\$106,788 - FQHC County General Fund

\$1,570,359 - County General Fund

## Significant Program Changes

**Last year this program was:** #25067, Community Based Mental Health Services for Children and Families

**Lead Agency:** County Human Services

**Program Contact:** Ebony Clarke

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Multnomah Wraparound is made up of the Care Management Organization (CMO) and the Administrative Service Organization (ASO). The CMO has oversight of intake, screening and eligibility determination for children/youth in need of the most intensive mental health services, wraparound facilitation and care coordination. The CMO is a combination of funding from partnering entities such as child welfare, MESD, school districts, juvenile justice and mental health. The primary goal of the ASO is to maximize available resources for approximately 100 children, youth, and families served by multiple systems.

### Program Description

The Administrative Services Organization (ASO) addresses system issues by identifying trends and establishing success indicators. It builds partnerships to facilitate planning, decision making and oversight. It supports family and youth involvement as primary decision makers in the development, implementation and modification of the system of care for children and families. The ASO coordinates and sustains funding, ensures quality assurance and utilization management, access to information technology systems, and evaluates effectiveness. Pooling resources to serve clients involved in more than one system reduces duplication and fragmentation of services. It also reduces cost shifting.

The ASO also implements a governance structure to oversee the full implementation of the respective systems responsibilities as outlined in an intergovernmental agreement. The ASO will ensure that the policies and procedures are culturally competent and that services provided are compatible with the families' cultural beliefs, practices, literacy skills and language.

The CMO intake screens at least 325 children per year for intensive service array level care, provides wraparound team facilitation and care coordination for up to 129 children/youth with severe mental health needs who are involved in at least two other systems. This includes forming and facilitating Child and Family Teams to develop a single plan of care with blended resources. The plan of care is family-guided, culturally competent, multidisciplinary and includes natural supports to help children stay with family, in the community, in school and out of trouble. The CMO is also responsible for assurance that appropriate authorizations are in place and managing flexible fund expenditures. Service effectiveness is monitored through data collection and outcome measurement.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of unduplicated children served through wraparound	138	100	138	138
Outcome	% of children who are meeting their goals on wraparound service plan <sup>1</sup>	92.0%	85.0%	90.0%	90.0%
Output	% of children completing the survey for at least nine months of the year <sup>2</sup>	0.0%	75.0%	75.0%	75.0%
Output	Number of unique children screened for Integrated Service Array eligibility <sup>3</sup>	0	0	0	300

### Performance Measure - Description

 **Measure Changed**

<sup>1</sup> Program Offers offers #25068 and #25069 have been combined. Outcome measure % of care givers that have social networks to help raise the child has been discontinued and current outcome measure will remain, as this is a better reflection of the % of children meeting overall goals, including social networks. Data for the outcome measure is taken from question 7 on the monthly Child and Family Team survey form (form mentioned in the output measure). Outcome measure data will be collected on a monthly basis during FY12 at Wraparound Child and Family team meetings.

<sup>2</sup> The survey questions correspond with National Wraparound measure outcomes related to staying in school, at home and out of trouble.

<sup>3</sup> New Measure.

**Legal/Contractual Obligation**

Mental Health Organization contract

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2012	2012	2013	2013
<b>Program Expenses</b>				
Personnel	\$0	\$1,242,181	\$0	\$1,193,895
Contracts	\$0	\$306,347	\$0	\$220,347
Materials & Supplies	\$0	\$299,589	\$0	\$194,361
Internal Services	\$0	\$151,782	\$0	\$161,690
Total GF/non-GF:	<b>\$0</b>	<b>\$1,999,899</b>	<b>\$0</b>	<b>\$1,770,293</b>
Program Total:	<b>\$1,999,899</b>		<b>\$1,770,293</b>	
Program FTE	0.00	13.25	0.00	13.20
<b>Program Revenues</b>				
Indirect for dep't Admin	\$35,918	\$0	\$34,375	\$0
Intergovernmental	\$0	\$1,913,899	\$0	\$1,757,792
Other / Miscellaneous	\$0	\$86,000	\$0	\$12,501
<b>Total Revenue:</b>	<b>\$35,918</b>	<b>\$1,999,899</b>	<b>\$34,375</b>	<b>\$1,770,293</b>

**Explanation of Revenues**

\$1,490,359 - OHP Premium: Based on FY12 Rate per client times number of clients as of 12/31/11

\$106,788 - State Mental Health Grant Child/Adolescent MH Svcs: Based on FY12 grant award

\$11,793 - State Mental Health Grant Beginning Working Capital: Based on 09-11 estimated settlement

\$161,353 - Wraparound ASO school funding based on FY12 levels

**Significant Program Changes****Last year this program was:** #25068, Children's Mental Health Wraparound

The CMO had its own program offer (#25069) in FY2012, but these 2 offers have been combined this year into this offer (#25068).

**Lead Agency:** County Human Services

**Program Contact:** Ebony Clarke

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Measure 5 Education

### Executive Summary

School Based Mental Health is an essential component of the mental health system of care for children and families. This program serves 1,150 children and teens with serious mental health disorders in over 89 school settings throughout the county. Mental health professionals provide culturally competent, family-focused, evidence-based treatment. Children and teens receive service that decreases the risk of hospitalization or other restrictive and costly services. Additional children with emotional and behavioral needs are helped through 11,003 consultation contacts with school based health center staff and others that avert the need for higher level of care. Sustainability efforts have been focused on improving the program's Oregon Health Plan billing reimbursement, which increased 24% in the last year.

### Program Description

Mental health treatment is provided in schools to decrease barriers such as stigma, cost and transportation for 1,150 underserved families. This program reaches youth who have not accessed services in a mental health center and 52% of those served were children of color. Approximately 93% of the children served were uninsured or insured by the Oregon Health Plan.

School based mental health consultants provide crisis intervention, mental health assessment, individual, group and family treatment and clinical case management as well as interventions with schools to help manage a child's mental health disorder. Consultation on children's mental health is provided to school and school based health clinic staff, as well as community providers. Mental health consultants are co-located in School Based Health Clinics when possible to provide integrated services. About 57% of the families receive linkage services for mental health screenings and referral to community mental health centers.

Locating mental health services in schools is a best practice and Multnomah County has been a leader in the nation by providing this program since 1967. Through this program children and teens who are at risk of harming themselves or others are identified and receive intervention. This is important because, in Oregon, suicide is the second leading cause of death among young people. Earlier identification and treatment can divert children from needing higher cost and more restrictive services. This program meets a child's basic need for mental health and is congruent with the goals of the School Age Policy Framework.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total unduplicated children receiving mental health services.	1,150	1,050	1,100	1,150
Outcome	% of children receiving services showing improved school behavior & attendance*	93.0%	86.0%	90.0%	86.0%

### Performance Measure - Description

\*Improvements in school behavior and attendance are measures that reflect a child's overall success at home, in school and in the community.

### Legal/Contractual Obligation

Longstanding revenue contracts with Parkrose School District for \$10,000 and with Centennial School District for \$75,000 continued for this school year. A new revenue contract with Portland Public School District was initiated for \$26,497 to fund .5FTE Mental Health Consultant at Roosevelt High School from 9-1-10 through 6-30-11. This contract will continue into FY13-04 due to a three year state school improvement grant that Roosevelt High received in FY11.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$440,734	\$991,724	\$573,237	\$880,058
Materials & Supplies	\$14,556	\$29,667	\$18,056	\$29,182
Internal Services	\$79,630	\$36,569	\$114,356	\$2,666
Total GF/non-GF:	<b>\$534,920</b>	<b>\$1,057,960</b>	<b>\$705,649</b>	<b>\$911,906</b>
Program Total:	<b>\$1,592,880</b>		<b>\$1,617,555</b>	
Program FTE	4.12	9.72	5.12	8.73
<b>Program Revenues</b>				
Intergovernmental	\$0	\$1,057,960	\$152,212	\$911,906
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,057,960</b>	<b>\$152,212</b>	<b>\$911,906</b>

### Explanation of Revenues

\$628,575 - State Mental Health Grant Child/Adolescent MH Services: Based on FY12 grant award  
\$10,000 - Parkrose School District; \$75,000 - Centennial School District; \$26,497 - Roosevelt High School: Based on FY12 revised budget  
\$171,834 - Fee for Service Insurance Receipts: Based on current year projections  
\$152,212 - FQHC: Based on FY12 revised budget  
\$553,437 - County General Fund

### Significant Program Changes

Last year this program was: #25075, School Based Mental Health Services

**Lead Agency:** County Human Services

**Program Contact:** Joan Rice

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Culturally specific outpatient mental health services provide treatment for five underserved communities in our county (Asian-American, African-American, Eastern European, Latino and Native-American). These communities have encountered difficulty finding mental health treatment that incorporates their culture, tradition and language. These services provide culturally and linguistically relevant care for these populations. Some communities of color are also overrepresented in the criminal justice system. Approximately 750 individuals receive services.

### Program Description

The system of care built and maintained by Multnomah County must reflect the demographics of those we serve. To ensure that all members of our community have treatment options that incorporate specific cultural needs, DCHS contracts for mental health services for individuals from five communities currently underserved or insufficiently served. Those communities are: Eastern European, African-American, Asian-American, Latino, and Native American.

Multnomah County Mental Health prevalence data suggests that members of the African-American and Native American communities are more likely than other populations to suffer from severe mental illnesses that require a more intensive level of care. African-Americans are four times more likely to be involuntarily placed in a hospital setting than members of other cultural groups. African-Americans are also overrepresented in jail and the criminal justice system.

The culturally specific services address mental health problems through early access to culturally and linguistically appropriate treatment. Early intervention can mitigate the need for expensive hospital, residential care, or crisis services. Treatment also reduces the risk of inappropriate incarceration or homelessness.

These mental health providers understand community cultural norms and have a relationship of trust with the communities they serve. These providers offer a wide variety of mental health services in a supportive and culturally appropriate setting.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total culturally diverse individuals receiving services <sup>1</sup>	751	400	795	750
Outcome	Culturally specific persons served per 1000 culturally diverse in population <sup>2</sup>	4	2	4	4

### Performance Measure - Description

<sup>1</sup> This total includes all persons served under this contract and does not include those culturally diverse persons served by Verity or in other programs.

<sup>2</sup> Service Rate Per 1000 Calculation- Numerator: Total unduplicated culturally diverse individuals served. Denominator: Total county census for similar groups taken from the American Community Survey estimates for 2009.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$1,292,239	\$0	\$1,324,545	\$0
Total GF/non-GF:	\$1,292,239	\$0	\$1,324,545	\$0
Program Total:	\$1,292,239		\$1,324,545	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$1,324,545 - County General Fund

Significant Program Changes

Last year this program was: #25078, Culturally Specific Mental Health Services

**Lead Agency:** County Human Services

**Program Contact:** Neal Rotman

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The adult treatment continuum consists of: outpatient addictions treatment including various counseling options, medication management and relapse prevention; residential treatment, (intensive addictions services in a 24-hour setting); community recovery (aftercare services for clients learning to live sober); and a specialized program for persons who are severely addicted, multi-diagnosed, and homeless. The continuum will serve approximately 3,500 clients next year. Research shows that every dollar invested in addiction treatment yields a cost offset of up to \$10 in other publicly-supported services.

### Program Description

The Oregon Health Authority estimates 300,000 Oregonians have a diagnosable substance use disorder, roughly 18% of those needing addiction services access treatment, and more than 40% of those who try to get help experience barriers related to cost or lack of insurance. The overall goal of addiction treatment is to have as many clients as possible successfully complete treatment and maintain sobriety. Oregon's successful completion rate is 55%, higher than the national rate of 45%. Our adult treatment continuum supports recovery and a return to a healthy lifestyle by offering access to addictions treatment that addresses the negative consequences of alcohol and other drugs. Community recovery support programs provide a variety of sober social support activities for clients and their families.

Services are delivered throughout Multnomah County by a network of state licensed providers. These providers are culturally competent and many have bilingual staff. Outpatient treatment allows a client to work, go to school, attend job training, socialize, and otherwise carry on a normal life. The system treats about 5,000 outpatient clients annually.

Residential treatment provides intensive services in a 24/7 setting with clients living in the treatment center during their course of treatment, usually for two to six months. Clients needing this level of care often have multiple failures in outpatient treatment, often related to the severity and length of their addiction, as well as risk factors like chronic unemployment and housing problems. Residential treatment serves about 500 clients annually.

Treatment helps clients shift from ambivalence and denial about their addiction to acceptance and incentive to change. Clients address issues that are barriers to recovery, and develop strategies and skills to overcome them. Providers also address the self sufficiency needs of each client through help with: parenting skills; stress and anger management; housing issues; independent living skills; referrals for physical and mental health issues; linkages to employment services; and recreation and healthy use of leisure time.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number served in treatment (all levels) <sup>1</sup>	3,606	5,200	3,519	3,500
Outcome	Percentage of clients who successfully complete treatment (Outpatient) <sup>2</sup>	44.6%	58.0%	20.7%	58.0%

### Performance Measure - Description

<sup>1</sup> The continued reduction in the number of adults served in this program offer reflects the successful Federal and State transformation of healthcare benefits for adults into other insurance systems.

<sup>2</sup> A significant number of client records in our data system are not coded with completion information. This could be artificially lowering the successful outcome percentage. We are beginning an audit process in FY 12-13 to close records for clients who have successfully completed treatment and expect the outcome percentage will increase.



## Legal/Contractual Obligation

Because Multnomah County accepts the State Mental Health Grant, we are obligated to spend funds in accordance with regulations regarding State Service Elements (i.e. Service Element A-D 61 is Adult Alcohol & Drug Residential Treatment Services and Service Element A-D 66 is Continuum of Care Services). Also, Local 2145 Beer and Wine tax revenues are provided to counties on a dedicated formula basis and are restricted to alcohol and drug services.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$280,485	\$429,808	\$276,476	\$584,547
Contracts	\$2,484,047	\$8,037,682	\$2,690,421	\$8,013,766
Materials & Supplies	\$16,213	\$840	\$17,907	\$840
Internal Services	\$51,512	\$8,449	\$51,536	\$8,425
Total GF/non-GF:	<b>\$2,832,257</b>	<b>\$8,476,779</b>	<b>\$3,036,340</b>	<b>\$8,607,578</b>
Program Total:	<b>\$11,309,036</b>		<b>\$11,643,918</b>	
Program FTE	2.50	5.20	2.70	5.99
<b>Program Revenues</b>				
Intergovernmental	\$0	\$8,476,779	\$0	\$8,607,578
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$8,476,779</b>	<b>\$0</b>	<b>\$8,607,578</b>

## Explanation of Revenues

\$333,992 State Mental Health Grant Local Admin: Based on FY12 award  
\$154,079 State Mental Health Grant Special Projects: Based on FY12 award  
\$4,493,881 State Mental Health Grant A&D Adult Residential: Based on FY12 award.  
\$1,051,200 State Mental Health Grant A&D Adult Res. Capacity: Based on FY12 award.  
\$301,563 State Mental Health Grant A&D Dependent Child Res.: Based on FY12 award.  
\$105,741 State Mental Health Grant A&D Prevention: Based on FY12 award  
\$2,010,739 State Mental Health Grant A&D Continuum of Care: Based on FY12 award.  
\$156,383 Local 2145 Beer and Wine Tax Revenues: Based on FY12 award.  
\$3,036,340 County General Fund

## Significant Program Changes

**Last year this program was:** #25080, Adult Addictions Treatment Continuum  
Increased 1.0 FTE-Program Specialist. Includes \$250,000 of unspent FY2012 County General fund for the development housing for addiction recovery services as approved by the BCC on April 26, 2012 with Budmod Nond-10.

**Lead Agency:** County Human Services

**Program Contact:** John Pearson

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Gambling addiction treatment uses evidence-based practices in an outpatient setting to provide treatment to persons diagnosed with problem or pathological gambling. Based on 2010-2011 data the county's community-based providers treated approximately 309 gamblers and their family members. Countywide data shows that problem gamblers and family members seeking treatment can access services in less than five days 99% of the time.

### Program Description

Multnomah County's Problem Gambling Services are guided by a public health approach that takes into consideration biological, behavioral, economic, cultural, and policy factors influencing gambling and health. Gambling treatment and prevention services incorporate prevention, harm reduction and multiple levels of treatment by placing emphasis on quality of life issues, for the person who gambles, family members, and communities. Based on community norms (3% of problem gamblers seek treatment) 436 adults can be expected to access treatment each year in Multnomah County. In 2010-2011 234 gamblers enrolled in treatment. As noted, family participation is important and approximately 47 family members enrolled in treatment as well.

Multnomah County has one of the highest rate per capita (18 years and older) of lottery sales statewide. Approximately 74% of the gambling treatment clients report video poker as their primary gambling activity. Problem gambling treatment services are closely aligned to the county's Basic Living Needs priority by promoting healthy behaviors. The treatment focus is on relieving initial client stress and crisis, supporting the client and family members in treatment, and assisting the family to return to a level of healthy functioning. Problem gambling treatment assists the gambler and family in managing money/finances, rebuilding trust within the family, learning gambling prevention techniques, and maintaining recovery.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Gamblers and family members accessing treatment annually <sup>1</sup>	281	356	309	309
Outcome	Gambler successful completion rate <sup>2</sup>	36.2%	63.0%	36.0%	36.0%

### Performance Measure - Description

<sup>1</sup>'Gamblers and family members accessing treatment annually' means the number of problem and/or pathological gamblers completing enrollment and entering treatment annually.

<sup>2</sup> 'Successful completion rate' is defined as the gambling client having completed a minimum of 75% of the short-term treatment goals, completion of a continued wellness plan, and lack of engagement in problem gambling behaviors for at least 30 days prior to discharge.

The source of this performance data is the State's Gambling Performance Monitoring System (GPMS). Data is provided to all counties throughout Oregon by the GPMS system. For FY 10/11 the statewide completion rate was 46.2%. The FY 11/12 purchased completion rate of 63% was inaccurately projected based on previous year's performance.

### Legal/Contractual Obligation

Because Multnomah County accepts the State Mental Health Grant, we are obligated to spend funds in accordance with regulations regarding State Service Elements (i.e. Service Element A D 80 is Problem Gambling Prevention Services and Service Element A-D 81 is Outpatient Problem Gambling Treatment Services).

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$34,653	\$0	\$36,000
Contracts	\$0	\$318,889	\$0	\$680,000
Internal Services	\$0	\$1,995	\$0	\$1,995
Total GF/non-GF:	<b>\$0</b>	<b>\$355,537</b>	<b>\$0</b>	<b>\$717,995</b>
Program Total:	<b>\$355,537</b>		<b>\$717,995</b>	
Program FTE	0.00	0.30	0.00	0.31
<b>Program Revenues</b>				
Intergovernmental	\$0	\$355,537	\$0	\$717,995
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$355,537</b>	<b>\$0</b>	<b>\$717,995</b>

### Explanation of Revenues

\$37,995 State Mental Health Grant Gambling Local Admin: Based on FY12 award.  
\$60,000 State Mental Health Grant Gambling Prevention: Based on FY12 award.  
\$620,000 State Mental Health Grant Gambling Treatment: Based on FY 12 award.

### Significant Program Changes

Last year this program was: #25085, Addiction Services Gambling Treatment and Prevention

**Lead Agency:** County Human Services

**Program Contact:** David Hidalgo

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The alcohol and drug prevention program provides an array of prevention services for children and families at high risk for substance abuse, school failure and juvenile justice problems. Prevention services include structured after-school activities (homework assistance, tutoring and home visits), individualized support for youth, and a family engagement/education program. These programs promote school success, family bonding, improved parenting skills and youth life skills. The aim is to reduce youth substance abuse, school failure and juvenile crime. The program is primarily focused on serving youth living in public housing, and is projected to provide over 1,500 prevention service contacts to over 200 participants. In addition, a new state grant-funded initiative is addressing alcohol abuse and dependence among young adults through environmental prevention strategies, e.g., changes in community policies, laws and norms.

### Program Description

The structured after-school program for public housing residents is a long-standing collaboration with Home Forward (formerly the Housing Authority of Portland--HAP), providing afternoon and evening services offering on-site homework help, socializing and skill building activities to 200 youth whose families live in public housing. The structured services at Home Forward housing sites also include tutoring, mentoring and family-support home visits, primarily serving youth between the ages of 4 to 17.

By directly addressing community risk factors, prevention reduces multiple problem behaviors and improves outcomes for children and families. The Multnomah County prevention program builds partnerships with collaborative community partners and local prevention coalitions, using natural helpers, volunteer organizations, professionals and cultural mentors to promote developmental assets and academic achievement.

As one of 12 counties to receive an Oregon Strategic Prevention Framework State Incentive Grant (SPF-SIG), Multnomah County is starting a new collaborative effort to address the issue of high risk drinking among young adults between the ages of 18 and 25. High risk drinking is defined as binge drinking, heavy drinking and underage drinking by the young adult target group. This project is in its initial stages of conducting a community needs assessment and developing an advisory council/coalition to oversee strategic planning and implementation of environmental strategies addressing community change in the remaining 2 ½ years of the grant.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Youth served at public housing sites <sup>1</sup>	435	200	250	200
Outcome	Core group <sup>2</sup> youth w/ improved behavior	83.0%	75.0%	75.0%	75.0%
Outcome	Core group youth w/ improved academic achievement	73.0%	75.0%	75.0%	75.0%

### Performance Measure - Description

<sup>1</sup> Public Housing measures are for the entire collaborative after-school program serving youth in public housing, including all after-school activities.

<sup>2</sup> Intensive core group services will be provided to 30 families with youth exhibiting behavioral and academic risk factors, based on youth self-reports, parent feedback and teacher observation. Outcomes of improved behavior (e.g., less disruptive, better attendance, fewer suspensions) and improved academic achievement are good predictors of reduced future substance abuse.

## Legal/Contractual Obligation

Contractual obligation: This program is funded with federal substance abuse prevention resources and state general funds through the State Oregon Health Authority (OHA) Addictions and Mental Health Division (AMH) contract. Program planning is developed based on AMH requirements and submitted in the "Biennial Implementation Plan" in conformance with the local Community Comprehensive Plan (SB555) and any other State Mental Health Grant Award requirements. Because Multnomah County accepts the State Mental Health grant, we are obligated to spend funds in accordance with regulations regarding State Service Elements A-D 70, Prevention Services, and A-D 60, Strategic Prevention Framework (SPF).

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$194,259	\$0	\$339,501
Total GF/non-GF:	<b>\$0</b>	<b>\$194,259</b>	<b>\$0</b>	<b>\$339,501</b>
Program Total:	<b>\$194,259</b>		<b>\$339,501</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$194,259	\$0	\$301,952
Other / Miscellaneous	\$0	\$0	\$0	\$37,549
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$194,259</b>	<b>\$0</b>	<b>\$339,501</b>

## Explanation of Revenues

\$37,549 - State Mental Health Grant Beginning Working Capital: Based on estimated 09-11 settlement funding.

\$209,259 - State Mental Health Grant A&D Prevention: Based on FY12 award.

\$92,693 - State Mental Health Grant A&D Special Projects: Based on FY12 award.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #25086, Addiction Services Alcohol and Drug Prevention

As a recipient of an Oregon Strategic Prevention Framework State Incentive Grant (SPF SIG), the Multnomah County addictions prevention program will address an important transitional age group, young adults, in addition to current prevention efforts to children, youth and families.

Oregon's chosen priority is high-risk drinking among 18 to 25 year olds, ultimately leading to the reduction of alcohol abuse and dependence. Indicators contributing to high risk drinking are:

- Binge drinking. (Males: 5 or more drinks on any one occasion, or within a couple of hours. Females: 4 or more drinks on any one occasion.)
- Heavy drinking. (Males that exceed 2 drinks per day or females that exceed 1 per day.)
- Underage drinking. Any use of alcohol by persons 18-20.

The SPF SIG project is based on a population-based public health approach, with the focus on change for entire populations; outcomes-based prevention using knowledge of alcohol consumption and consequences to determine priorities and strategies to address them; and data-informed decision-making across all steps of the SPF process.

**Lead Agency:** County Human Services

**Program Contact:** Jean Dentinger

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Coordinated diversion includes three jail and/or hospital diversion programs for consumers with a serious mental illness. Three teams of qualified mental health professionals staff the Community Court, Mental Health Court and Forensic Diversion Program.

All three programs provide assertive, short term support for persons with serious mental illness, with the goal of connecting them with appropriate ongoing community treatment options. A primary goal of all the programs is to divert mentally ill persons from lengthy jail stays and promote stability in the community. Staff with the Forensic Diversion Program focus on avoiding or decreasing days of unnecessary jail time and provide linkage to community resources. In FY12 Community Court served 657 clients, Forensic Diversion served 294 clients, and Mental Health Court served 45.

### Program Description

The three coordinated diversion programs target persons in the criminal justice system with serious mental illness who are at risk of lengthy stays in jail or hospitals unless provided additional treatment, support, and resources.

The Community Court Program addresses quality of life crimes with a focus on restorative justice. Clients are able to participate in a variety of social services as an alternative to jail or community service.

Mental Health Court provides time-limited intensive case management services to persons involved in the criminal justice system while connecting them to community treatment, housing, and financial and medical entitlements. Staff provide ongoing monitoring and support for persons enrolled in Mental Health Court. Staff initiated services to 66 in FY12.

The Forensic Diversion Program focuses on diversion from the criminal justice system for persons charged with misdemeanors and ordered to undergo evaluation/restoration at the Oregon State Hospital (OSP). Staff provide mental status evaluations, as well as linkage to basic needs in the community; time-limited coordination/linkage to treatment services, housing, financial and medical entitlements, and social services. In addition, Forensic Diversion provides community restoration as an alternative to being placed in the OSP. This option is less restrictive and provides the client with continued stability and services while maintaining safely in their community.

The three diversion programs address the needs of residents with a mental illness who can be safely diverted from jail and/or the State Hospital, provide support for successful completion of court directives and provides linkage to community services that provide stability. Initial case management and coordination protects the legal and civil rights of these individuals, ensures appropriateness of resources and decreases the unnecessary expense of time in jail or the State Hospital.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of participants in Community Court	1,200	800	657	750
Outcome	% of participants in good standing or have successfully completed services	60.0%	59.0%	55.0%	60.0%
Output	# of participants engaged with Forensic Diversion	190	275	294	325
Outcome	% of participants successfully engaged with Forensic Diversion	65.0%	70.0%	69.0%	70.0%

### Performance Measure - Description

The outcomes measures the program's effectiveness to engage clients toward community based stabilization.

**Legal/Contractual Obligation**

State of Oregon Financial Assistance Agreement.

**Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$213,647	\$575,377	\$208,618	\$611,860
Materials & Supplies	\$4,849	\$19,997	\$4,849	\$19,997
Internal Services	\$16,937	\$50,238	\$17,337	\$50,738
Total GF/non-GF:	<b>\$235,433</b>	<b>\$645,612</b>	<b>\$230,804</b>	<b>\$682,595</b>
Program Total:	<b>\$881,045</b>		<b>\$913,399</b>	
Program FTE	2.00	6.00	2.00	6.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$645,612	\$0	\$682,595
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$645,612</b>	<b>\$0</b>	<b>\$682,595</b>

**Explanation of Revenues**

\$581,774 - State Mental Health Grant Non-Residential Adult: Based on FY12 grant award

\$100,821 - State Mental Health Grant Local Admin: Based on FY11 revised budget

\$230,804 - County General Fund

**Significant Program Changes**Last year this program was: #25088, Coordinated Diversion for Persons with Mental Illness



**Lead Agency:** County Human Services

**Program Contact:** Neal Rotman

**Program Offer Type:** Existing Operating

**Related Programs:** 25090B

**Program Characteristics:**

**Executive Summary**

Detoxification and Supportive Housing are two vital steps to working towards long-term recovery and stability. Detoxification, a medically monitored inpatient service, is the primary entrance point into addiction services for many people who are severely addicted and people who are low income. There are approximately 2,400 admissions to detoxification annually with an average successful completion rate of 75%. Supportive Housing is available for people who are homeless addicts who have completed detoxification and are continuing treatment. Benefiting from both clinical and housing support, clients move from active addiction, through treatment and into the recovery community; and from homelessness through supportive housing and into permanent housing.

**Program Description**

Alcohol and drug detoxification medically stabilizes a highly vulnerable and diverse client population. It prepares them for further alcohol/drug treatment and connects them to other services needed to resolve homelessness, health issues, etc. Supportive Housing greatly increases post-detoxification treatment retention rates and promotes recovery. After detoxification, Supportive Housing addresses two interwoven challenges: without housing, clients lack the stability necessary to address the problems that lead to homelessness, and without supportive services, the client is likely to remain homeless due to unaddressed addiction issues.

Detoxification beds provide services 24 hours-a-day, 7 days-a-week. Clients receive prescribed medication to ease withdrawal symptoms and acupuncture to reduce physiological stress so they are more likely to complete the process. The program includes an integrated medical clinic with primary care and dual-diagnoses services. Detoxification is provided in a culturally competent manner that includes a variety of services: counseling and case management, physical and mental health care, housing resources (permanent housing, rent assistance, eviction prevention), food and transportation, and economic independence (job training, employment referrals, benefits eligibility screening).

After detoxification, clients who are homeless who are entering outpatient treatment are referred to supportive housing services. Supportive Housing (\$21 per unit per day) is an evidence-based, low cost resource when compared to inpatient hospitalization (\$2,348 per day) or adult residential treatment (\$106 per day) and we can provide less restrictive/expensive outpatient treatment while the individual is in Supportive Housing. Findings from a 2006 study of adults who are homeless in Portland showed a 36% reduction in community cost when supportive housing is provided. Each of the 50 supportive housing units can house 2 to 3 clients per year (3-4 month stays). Clients are helped by Housing Support Specialists to access key services that promote health, recovery, stability, and self-sufficiency.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of admissions annually to detoxification <sup>1</sup>	2,539	2,600	2,368	2,400
Outcome	Percentage of supportive housing unit utilization <sup>2</sup>	90.0%	91.0%	90.0%	90.0%

**Performance Measure - Description**

<sup>1</sup> A person who completes the enrollment process and enters detoxification is an admission. There can be multiple admissions for a person annually.

<sup>2</sup> Average length of stay in supportive housing is 14-15 weeks. Supportive housing increases post-detoxification treatment retention rates, so it is important that the supportive housing units are utilized to their fullest extent. Our outcome measures the annual utilization rate.



## Legal/Contractual Obligation

Because Multnomah County accepts the State Mental Health Grant, we are obligated to spend funds in accordance with regulations regarding State Service Elements (i.e. Service Element A-D 66 is Continuum of Care Services). Also, Local 2145 Beer and Wine Tax Revenues are provided to counties on a dedicated formula basis and are restricted to alcohol and drug services.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$1,237,166	\$1,878,359	\$1,174,308	\$1,878,359
Total GF/non-GF:	<b>\$1,237,166</b>	<b>\$1,878,359</b>	<b>\$1,174,308</b>	<b>\$1,878,359</b>
Program Total:	<b>\$3,115,525</b>		<b>\$3,052,667</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$1,878,359	\$0	\$1,878,359
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,878,359</b>	<b>\$0</b>	<b>\$1,878,359</b>

## Explanation of Revenues

\$1,459,442 - State Mental Health Grant A&D Continuum of Care: Based on FY12 award.

\$418,917 - Local 2145 Beer & Wine Tax Revenues: Based on FY12 award.

\$1,174,308 - County General Fund

## Significant Program Changes

Last year this program was: #25090, Addictions Detoxification and Post-Detoxification Housing

**Lead Agency:** County Human Services

**Program Contact:** Neal Rotman

**Program Offer Type:** Existing Operating

**Related Programs:** 25090A

**Program Characteristics:**

**Executive Summary**

This scaled offer is to the Supportive Housing portion of Program Offer 25090A (Detoxification and Post-Detoxification Housing). Supportive Housing for people who are homeless addicts is one of the vital steps to working towards long-term recovery and stability. Providing supportive housing can reduce community costs by 36%. This program offer maintains the current service level of 8 units annually specifically for individuals who illicitly use prescription opiates or heroin.

**Program Description**

Each of the 8 supportive housing units can house 2 to 3 clients per year (3-4 month stays) for an average of 24 clients annually. Clients are helped by Housing Support Specialists to access key services that promote health, recovery, stability, and self-sufficiency. These units are for individuals who have received detoxification services for illicit use of prescription opiates or heroin addiction; an increasing problem in our community.

Supportive Housing addresses two interwoven challenges: without housing, clients lack the stability necessary to address the problems that lead to homelessness, and without supportive services, the client is likely to remain homeless due to unaddressed addiction issues.

Supportive Housing (\$68 per unit per day) is an evidence-based, low cost resource when compared to inpatient hospitalization (\$2,348 per day) or adult residential treatment (\$106 per day) and we can provide less restrictive/expensive outpatient treatment while the individual is in Supportive Housing. Findings from a 2006 study of adults who are homeless in Portland showed a 36% reduction in community cost when supportive housing is provided.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number served in supportive housing units	0	0	23	24
Outcome	Percentage of supportive housing unit utilization	0.0%	0.0%	90.0%	90.0%

**Performance Measure - Description**

This performance indicator started 7/1/2011. Average length-of-stay in supportive housing is 14-15 weeks. Supportive housing increases post-detoxification treatment retention rates, so it is important that the supportive housing units are utilized to their fullest extent. Our outcome measures the annual utilization rate.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$0	\$205,000	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$205,000</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$205,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$205,000 - County General Fund

**Significant Program Changes****Last year this program was:**

Last year this program was funded for the additional 8 beds out of one-time-only County General Funds. The goal had been to have this program considered for ongoing funding. This year, we are requesting consideration of funding this out of target offer with ongoing County General Fund.

**Lead Agency:** County Human Services

**Program Contact:** Neal Rotman

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Sobering program provides a safe, secure holding environment for persons who are publicly intoxicated due to alcohol or drug abuse. As these individuals regain their functionality, staff encourages them to seek further care. The Sobering program has more than 9,000 annual admissions.

### Program Description

The Sobering program is a multi-jurisdictionally-funded community resource that operates 24 hours per day, 7 days per week. The program provides special emphasis on ethnic minorities, people who are homeless, and women. Staff is appropriately licensed and credentialed (such as Emergency Medical Technicians) and is knowledgeable about acute alcohol/drug intoxication and emergency first aid techniques. The Sobering program serves more than 9,000 clients annually. The average length of stay is 5.5 hours.

The Sobering program serves a public safety function by providing a medically monitored environment in which these individuals become responsive to their surroundings while they are protected from abuse and neglect. This program reduces the use of critical and finite police, fire and emergency services. It saves the City police approximately 900 bookings (and associated costs) per month. The Sobering program includes the CHIERS (Central City Concern Hooper Inebriate Emergency Response Service) mobile outreach van, funded by the City of Portland, to transport intoxicated persons to the program.

The Sobering program also provides a behavioral health function by providing a point of intervention for these persons who are publicly intoxicated. Before the individual is released, staff gives them information about chemical dependency, alcohol and drug treatment options, and access to additional health care.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total Admissions	7,152	9,000	9,012	9,000
Outcome	Percentage of clients that successfully discharge <sup>1</sup>	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

<sup>1</sup> A successful discharge includes: a) no deaths in sobering (the program had one death five years ago); and b) clients are cognizant of surroundings and no longer in immediate danger of harm to self or others.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$627,722	\$0	\$643,415	\$0
Total GF/non-GF:	<b>\$627,722</b>	<b>\$0</b>	<b>\$643,415</b>	<b>\$0</b>
Program Total:	<b>\$627,722</b>		<b>\$643,415</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$643,415 - County General Fund

**Significant Program Changes**

Last year this program was: #25091A, Sobering

**Lead Agency:** County Human Services

**Program Contact:** Neal Rotman

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program provides a continuum of youth outpatient and residential addictions treatment, including culturally-specific outpatient services for high-risk minority youth. It also provides Alcohol and Drug Free housing resources for families in which the adult parent(s) are in early addiction recovery. In 2012-13, about 140 youth will be provided outpatient treatment services, about 40 youth will receive residential treatment, and a minimum of 67 families will receive housing supports in recovery-focused housing communities.

### Program Description

Youth alcohol and drug treatment focuses on the developmental issues of youth up to age 18 to intervene in the immediate and long-term consequences of substance abuse. Our youth treatment continuum funds both outpatient and residential services, and reflects collaboration with schools and juvenile justice services.

Youth outpatient services include "generic" youth slots as well as culturally-specific services for minority youth. Our targeted population is uninsured youth through age 18 whose families' income is less than 200% of Federal Poverty Level. Most youth eligible for our services will qualify for and become enrolled in the Oregon Health Plan (OHP, Medicaid), but since they may not be insured at time of treatment enrollment, our slots allow for immediate treatment access and serve as bridge funding until OHP enrollment is complete. Some youth need a higher level of care, and youth residential treatment addresses the needs of some of the most vulnerable and at-risk county adolescents, a subset of whom have significant mental health issues. Youth residential treatment is funded by a mix of County General Fund and state funds: the county sends County General Fund dollars to the state Addictions and Mental Health Division where dollars are Medicaid-matched (more than doubling the funds) and contracted via the state back to a Multnomah County youth residential treatment provider.

The Family Alcohol and Drug-Free Network (FAN), a collaboration of community providers, includes 88 units of long-term transitional housing for families who are rebuilding their lives following the devastation of their addictions. These housing communities provide a clean, safe and sober living environment in which parents can raise their children and in which new recovery principles are put into practice. This offer funds an array of services aligned for FAN families - including rent assistance, family mentoring, and housing case management - to support recovery and build family stability, economic self-sufficiency, healthy community involvement and success in permanent housing.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Youth assessed and entered into treatment <sup>1</sup>	227	215	138	0
Outcome	Percentage of youth successfully completing treatment <sup>2</sup>	24.6%	75.0%	10.0%	0.0%
Output	Number of households served in housing services	61	100	60	67
Outcome	Families that move into long term permanent housing	88.0%	75.0%	88.0%	85.0%

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup> The state is now within 5.6% of its target of 95% enrollment for healthcare benefits for youth. The continued decline in the number of youth served under this program offer is a result of the dramatic increase in rates of youth enrollment in Oregon Health Plan and Oregon Healthy Kids. This performance measure is discontinued in FY 12-13. We need to revamp our data system to separate youth who move from our program onto state healthcare benefits from youth who complete their entire course of outpatient treatment in our program.

<sup>2</sup> This performance measure is discontinued in FY 12-13. Due to the federal and state transformation of healthcare benefits for youth (see <sup>1</sup> above), the data has been distorted by the movement of youth from our program into other insurance systems.

### Legal/Contractual Obligation

Because Multnomah County accepts the State Mental Health Grant, we are obligated to spend funds in accordance with regulations regarding State Service Elements (i.e. Service Element A-D 60 is Special Projects and Service Element A-D 66 is Continuum of Care Services). Also, Local 2145 Beer and Wine Tax Revenues are provided to counties on a dedicated formula basis and are restricted to alcohol and drug services.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$272,941	\$785,602	\$274,279	\$881,475
Total GF/non-GF:	<b>\$272,941</b>	<b>\$785,602</b>	<b>\$274,279</b>	<b>\$881,475</b>
Program Total:	<b>\$1,058,543</b>		<b>\$1,155,754</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$785,602	\$0	\$881,475
Total Revenue:	<b>\$0</b>	<b>\$785,602</b>	<b>\$0</b>	<b>\$881,475</b>

### Explanation of Revenues

\$358,878 - State Mental Health Grant A&D Special Projects: Based on FY12 award.  
\$497,897 - State Mental Health Grant A&D Continuum of Care: Based on FY12 award.  
\$24,700 - Local 2145 Beer & Wine Tax Revenues: Based on FY12 award.  
\$274,279 - County General Fund

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #25094, Family and Youth Addictions Treatment Continuum

The Oregon Healthy Kids statewide program goal is to enroll 95 percent of Oregon's children in health insurance. Current data shows that the goal has nearly been reached.

**Lead Agency:** County Human Services

**Program Contact:** Neal Rotman

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Family Involvement Team (FIT) for Recovery program is a collaborative effort with Department of Human Services/Child Welfare, alcohol and drug treatment providers, social service agencies, and the Family Dependency Court to connect parents to appropriate treatment who have an allegation of child abuse or neglect with drugs and/or alcohol involved. Last year the FIT for Recovery program connected 565 clients with addictions treatment as expeditiously as possible and provided enhanced services to assist the client to successfully complete treatment and maintain recovery.

### Program Description

The FIT for Recovery Core team, housed at the Family Dependency Court, works with Child Welfare parents and their children until they enter addictions treatment. Additional team members, located at the five treatment providers, begin working with the parent and their children once the parent and/or the parent and child enter treatment. Staff at the treatment agencies provide the family with support services including case management, family therapy, and wrap around services to assist the client to remain successful in treatment. A five-year federally funded grant enables FIT for Recovery to 1) expand the number of Child Welfare clients that can access alcohol and drug treatment, and 2) provide enhanced and previously unavailable aftercare and parent mentoring services to those clients. By accepting services, parents are demonstrating to the State Department of Human Services (DHS) Child Welfare that they are recognizing that drugs or alcohol are affecting their abilities to parent effectively and are willing to take steps to become effective parents. FIT partners include: DHS Child Welfare, Family Dependency Court, LifeWorks NW, Cascadia, NARA, Central City Concern, Volunteers of America, Morrison Center and CODA.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of eligible parents accepting FIT services <sup>1</sup>	66.0%	75.0%	66.0%	0.0%
Outcome	Average monthly number of clients in treatment <sup>2</sup>	333	245	299	299
Output	Average number of FIT Triage starts per month <sup>3</sup>	0	0	0	102

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup> This performance measure is discontinued in FY 12-13. The percent of eligible parents accepting FIT services has been found not to be an accurate output indicator.

<sup>2</sup> The average monthly number of clients enrolled in treatment is a count by treatment provider of all clients as enrolled in that month and receiving treatment.

<sup>3</sup> The average number of triage starts per month is a new performance indicator for FY 12-13. Therefore, there is no previous year actual or current year purchased/estimated. This indicator tracks the number of new clients entering FIT Triage per month. Triage is the process that staff use to determine if a Child Welfare client referral warrants further assessment for drug and/or alcohol use or abuse and, if positive, what level of treatment is appropriate.



### Legal/Contractual Obligation

Because Multnomah County accepts the State Mental Health Grant, it is obligated to spend funds in accordance with regulations regarding State Service Elements (i.e. Service Element A-D 60 is Special Projects and Service Element A-D 66 is Continuum of Care Services).

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$20,500	\$0	\$0
Contracts	\$0	\$1,488,875	\$0	\$1,137,696
Materials & Supplies	\$0	\$1,500	\$0	\$11,424
Internal Services	\$0	\$26,871	\$0	\$6,875
Total GF/non-GF:	<b>\$0</b>	<b>\$1,537,746</b>	<b>\$0</b>	<b>\$1,155,995</b>
Program Total:	<b>\$1,537,746</b>		<b>\$1,155,995</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$13,219	\$0	\$3,690	\$0
Intergovernmental	\$0	\$1,537,746	\$0	\$1,155,995
<b>Total Revenue:</b>	<b>\$13,219</b>	<b>\$1,537,746</b>	<b>\$3,690</b>	<b>\$1,155,995</b>

### Explanation of Revenues

\$272,435 - State Mental Health Grant A&D Special Projects: Based on FY12 award.

\$723,560 - State Mental Health Grant A&D Continuum of Care: Based on FY12 award.

\$160,000 - Child & Family ACYF Federal Grant based on Year 5 award.

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #25098, Family Involvement Team

On September 30, 2012 the five-year federally funded Children's Bureau grant ends. The Children's Bureau grant operates on a federal fiscal year (10/1/11 to 9/30/12) with the last three months of the grant overlapping the County Fiscal Year 2012-13. Planning for the programmatic loss of \$500,000 annually is taking place now and will continue with the FIT for Recovery partners.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Homeless Families' Shelter and Emergency Services (HFSES) provides year-round day and night shelter, access and referral to supportive services, housing placement and retention support, and increased winter capacity through the Family Warming Center to approximately 320 homeless households with children and 50,000 callers to 211info annually.

In partnership with faith-based congregations, non-profit providers, the City of Portland, and the community, the county's financial investment is leveraged, on average \$2 for every \$1 invested.

90 households annually are placed into housing and provided with rent assistance, as well as placement retention support resulting in 80% remaining in permanent housing six months after exit.

### Program Description

In FY 09-10 the Oregon Department of Human Services (DHS) documented 6,122 households with children receiving food stamps in Multnomah County who self-reported that they were homeless. The majority of these families are largely invisible to the community because they are much more likely to be doubled up or couch surfing.

In FY 10-11 the Point-In-Time Street Count documented a 35% increase from the 2009 Count in the number of families with children living on the streets, in cars, or other places not meant for human habitation.

Leveraging faith-based, non-profit, and jurisdictional partnerships, the county has created a true year-round system of care for homeless families, providing day and night shelter, access and referral to supportive services, housing placement and retention support, and increased winter capacity. Utilizing this base, the investment of general funds is leveraged and maximized. It is also anticipated that over time, by providing services year round, potential need during the winter may be reduced as families won't have to wait until the winter in order to leave the streets or other unsafe or inappropriate living situations.

In addition, 211info provides general health and human services referrals for the community at large, specialized winter shelter access services, and emergency response functions as part of the system of care.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of households served with shelter or emergency services <sup>1</sup>	218	270	320	270
Outcome	% of households served that remain in housing 6 months after exit <sup>2</sup>	98.0%	75.0%	80.0%	80.0%

### Performance Measure - Description

<sup>1</sup> Increase in current year estimated output number is as a result of significant investment of one-time-only resources in FY 11-12. This may not be replicated in FY 12-13.

<sup>2</sup> Permanent housing is long-term community-based housing with attached appropriate support services, where an individual can stay without time limit.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$1,124,471	\$0	\$534,562	\$349,545
Internal Services	\$0	\$0	\$0	\$11,435
Total GF/non-GF:	<b>\$1,124,471</b>	<b>\$0</b>	<b>\$534,562</b>	<b>\$360,980</b>
Program Total:	<b>\$1,124,471</b>		<b>\$895,542</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$6,138	\$0
Intergovernmental	\$0	\$0	\$0	\$360,980
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,138</b>	<b>\$360,980</b>

**Explanation of Revenues**

\$360,980 OHCSO SHAP,EHA: Based on current grant award  
 \$534,562 County General Fund

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #25111A, Homeless Families' Shelter and Emergency Services  
 FY 2012's Program Offer 25141-211 Info Line contracted funding was moved to be included in this program offer.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Rapid Re-Housing Initiative (RRI) provides flexible rent and other client assistance, housing placement, and placement retention support to approximately 70 homeless families with children who are living in the Homeless Families' Shelter System, the Family Warming Center, or in a domestic violence shelter.

Services in FY 11-12 are funded through one-time-only funds. This program offer requests to transition these services to ongoing funds.

In FY 11-12, 30 households will be placed using the highly successful 30 Families in 30 days model (30/30), 20 households into Oxford-type housing, and 20 households fleeing domestic violence into permanent housing.

90% of households served will remain in permanent housing six months after exit.

### Program Description

There continues to be an increase in homeless families due to the economy. In FY 10-11 there was a 35% increase in the number of families with children living on the streets, in cars, or in other places not meant for human habitation. Demand for services continues to exceed available capacity in all areas, including rent assistance, energy assistance, food, and shelter.

Over the past three years, RRI has established effective practices to avoid turning vulnerable families away from full shelters by ending families' homelessness through the successful 30/30 program; trying new approaches with Oxford-type housing; and providing as much service as possible as cost-effectively as possible.

Over 90% of families served through 30/30 maintain their housing 12 months after exit.

Oxford-type housing was developed as best practice within the addictions treatment field allowing individuals with addictions access to clean and sober permanent housing that emphasizes self empowerment and determination through democratically operated housing. The model has successfully been used to establish housing for homeless families and families fleeing domestic violence, resulting in the opportunity to develop positive rental histories, receive intensive staff and peer support, share resources with other families, and increase incomes for a move into independent housing. The model is extremely cost-efficient in comparison with other types of housing and for appropriate households, it is an important option.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of households served	66	70	70	70
Outcome	% of households served that remain in housing 6 months after exit	100.0%	90.0%	90.0%	90.0%

### Performance Measure - Description

Permanent housing is long-term community-based housing with attached appropriate support services, where an individual can stay without time limit.

Legal/Contractual Obligation

N/A

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$0	\$0	\$325,000	\$0
Total GF/non-GF:	\$0	\$0	\$325,000	\$0
Program Total:	\$0		\$325,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$325,000 - County General Fund

Significant Program Changes

Last year this program was: #25111C, Rapid Re-Housing Initiative

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Bridges to Housing (B2H) provides high-resource-using homeless families with intensive case management, permanently affordable housing, and flexible funds. These families have no permanent place to live, have at least one child under the age of 18, use a large amount of county-funded services, interact with several service systems at the same time, and have serious barriers that cause them to be excluded from housing. At least 70% of families served maintain their housing six months after exit.

The 139 B2H units were developed with funding from the City of Portland and State of Oregon, most have permanent rent assistance provided by Home Forward. County funds provide support services to families living in these units.

### Program Description

Bridges to Housing (B2H) was developed to assist a challenging group of homeless families. While many homeless families experience homelessness due to short-term economic reasons, a subset of families have such serious problems that they cannot be housed without permanent rent assistance and a period of intense services. B2H uses a holistic approach focused on coordinated service addressing multiple and complex needs.

A typical B2H family is a single mother with one or more children, often fleeing domestic violence, experiencing mental health or addictions, and struggling to provide for the basic needs of her children. Most B2H families have poor rental histories, very low income, minor criminal convictions, and bad credit making it impossible for them to lease apartments without B2H.

County funds serve 139 B2H families currently in housing with case management and other support services, leveraging funds from City of Portland and State of Oregon to build and maintain the housing and \$7,000 per family per year in rent assistance from Home Forward.

Evaluation through Portland State University shows that families supported by B2H are becoming successful renters, are less likely to have their children removed and placed in foster care, more likely to have their children succeed in school, less likely to have episodes of domestic violence, and less likely to be involved in the criminal justice system.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of families served <sup>1</sup>	104	80	139	139
Outcome	% of households served that remain in permanent housing 6 months after exit <sup>2</sup>	90.0%	70.0%	70.0%	70.0%

### Performance Measure - Description

<sup>1</sup> Increase in number served reflects final investment of on-going funding. Number served will not increase in subsequent years.

<sup>2</sup> Permanent housing is long-term community-based housing with attached appropriate support services, where an individual can stay without time limit.

Legal/Contractual Obligation

N/A

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$947,516	\$0	\$971,204	\$0
Total GF/non-GF:	\$947,516	\$0	\$971,204	\$0
Program Total:	\$947,516		\$971,204	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$971,204 County General Fund

Significant Program Changes

Last year this program was: #25114A, Bridges to Housing

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Homeless Benefits Recovery Project (HBR) utilizes a proven program model to assist 120 chronically homeless individuals with mental illness, addictions, and disabilities in accessing federal benefits, such as Social Security Disability Insurance (SSI/SSDI), and services to which they are entitled but have been unable to receive because their disabilities prevent them from successful navigation of the application or appeals system. Locally, only 11% of those eligible receive benefits.

In FY 2011, HBR assisted 79 individuals obtain SSI/SSDI benefits, an 84% success rate for eligible individuals receiving services through the Multnomah Treatment Fund.

### Program Description

HBR assists approximately 120 individuals annually who are served by the Multnomah Treatment Fund. The Multnomah Treatment Fund is a County General Fund program serving a limited number of individuals with mental illness and without insurance or benefits.

HBR services include: eligibility screening, application assistance, appeals process advocacy, case management, and medical and other documentation to individuals evaluated to be potentially eligible for SSI/SSDI. HBR targets those who would potentially not be on the county's caseload if they had access to the benefits for which they are eligible, or those currently on the county's caseload whose cost of care is not reimbursed. Local estimates identify 39% of the chronic homeless population is eligible for SSI/SSDI as a result of mental illness and 46% are eligible as a result of their physical health. Benefit recovery efforts are a key strategy of the local 10 Year Plan to End Homelessness.

Without benefits, individuals are either without services and utilizing expensive, locally funded safety net services – jail, hospital/medical care, or other safety net services – or have their treatment paid for with scarce local community (non-federal) funds.

At the start of services, HBR clients were earning an average of \$143 per month and at exit, they were earning \$705 per month. 86% of clients had no primary health care option at the start of services and are now covered through Medicaid. In the year prior to services, HBR clients now receiving federal benefits used \$35,585 in mental health services from the Treatment Fund; were put on emergency holds for a total of 94 days, the equivalent of \$75,200; and had 23 instances of mobile outreach with Project Respond, the equivalent of \$1,360.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of individuals served	176	120	120	120
Outcome	% of individuals served who receive benefits	84.0%	75.0%	75.0%	75.0%

### Performance Measure - Description



Legal/Contractual Obligation

N/A

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$401,265	\$0	\$411,297	\$0
Total GF/non-GF:	\$401,265	\$0	\$411,297	\$0
Program Total:	\$401,265		\$411,297	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$411,297 County General Fund

Significant Program Changes

Last year this program was: #25115, Homeless Benefit Recovery Project

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Community Services Division Administration (CSA) ensures that all requirements for divisional operation are maintained to county, state, and federal standards.

CSA is responsible for providing, contracting for, and/or coordinating the county's investments in three core service/policy areas: Energy, Homelessness and Housing, and Anti-Poverty/Prosperity.

Division supported services are provided to 23,217 Multnomah County households annually.

The Division also functions as the county's legislatively mandated Community Action Office.

### Program Description

45% of Portland households pay more than 30% for housing (cost burdened). Workers with a full-time, minimum wage job cannot afford apartments of any size at fair market rate in the metro area without being cost burdened. County unemployment rates continue to stay in double digits. Twenty-five percent of county children under the age of five live in poverty, with children of color represented at three times the rate of Caucasian children.

This is the environment in which the Community Services Division conducts its work. Current need for services far outstrips available resources. The Division is called to provide innovative and strategic thinking, leadership, action, and investment in economic development related to human capital if the ability to exist and prosper as a community that cares for all its members is to be preserved.

Managing the work of 28.5 FTE, CSA effectively administers a package of direct services, contract services, and community initiatives representing more than \$25 million dollars investment of county, state, and federal funds.

As the county's Community Action Office, CSA provides leadership for cross-jurisdictional homelessness and housing, and anti-poverty/prosperity efforts. CSA works to create opportunities for all citizens to experience prosperity through key partnerships and collaborations with local, regional, and statewide public, private and community stakeholders including consumer, business, faith, jurisdictional and other partners.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	% of staff attending at least 10 hours of skill bldg/professional development	100.0%	85.0%	99.0%	85.0%
Outcome	% of stakeholders expressing satisfaction with services received	85.0%	60.0%	60.0%	60.0%

### Performance Measure - Description

Decrease in percent of stakeholder satisfaction is a result of changed survey response scale. It does not necessarily reflect an actual decrease in satisfaction.

Legal/Contractual Obligation

N/A

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$756,004	\$0	\$797,395	\$0
Contracts	\$3,000	\$0	\$3,000	\$0
Materials & Supplies	\$19,547	\$0	\$24,288	\$0
Internal Services	\$89,652	\$0	\$83,750	\$0
Total GF/non-GF:	\$868,203	\$0	\$908,433	\$0
Program Total:	\$868,203		\$908,433	
Program FTE	7.50	0.00	7.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$908,433 County General Fund

Significant Program Changes

Last year this program was: #25118, Community Services Administration

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Energy Services (ES) ensures that approximately 10,000 fixed and low-income households have financial assistance to help meet their energy costs, avoiding shutoff and potential loss of housing.

Direct utility payments to income eligible households, along with energy education, case management, and other services help households manage and pay for their energy costs. Services prevent utility shutoff for vulnerable households. Services are primarily tax and rate payer funded by the state and federal government.

### Program Description

Energy bill payment assistance works through nine community agencies to make utility payments for fixed and low-income households. In FY 10-11 more than 70,000 households were income eligible for service; of those, 17,383 were served.

Services are delivered through the SUN Service System (SUNSS) Anti-Poverty System, a countywide integrated and coordinated system of care for school-age youth and their families.

Energy Education helps fixed and low-income households understand their energy use and provides the necessary tools - such as light bulbs, window stripping and showerheads - to better control energy expenses. All households receiving Energy Services receive education on how to reduce energy costs.

Energy services contribute to reducing the number of households living in poverty by increasing household self-sufficiency and improving local economic conditions through energy conservation. Energy costs disproportionately affect low-income households. The Department of Energy (DOE) estimates low-income households pay an average of 12.6% of their income for energy expenses compared with 2.7% for the average household. In some fixed income households, energy costs can reach as high as 35% of total monthly expenses.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of households served	17,383	10,000	13,000	10,000
Outcome	% of households served after shutoff notices that avoid shutoff	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

Decrease in numbers served reflects decreased federal funding.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$368,774	\$0	\$311,536
Contracts	\$6,200	\$1,212,324	\$6,200	\$688,972
Materials & Supplies	\$14,183	\$8,071,978	\$8,937	\$7,765,178
Internal Services	\$69,897	\$495,035	\$55,849	\$397,766
Total GF/non-GF:	<b>\$90,280</b>	<b>\$10,148,111</b>	<b>\$70,986</b>	<b>\$9,163,452</b>
Program Total:	<b>\$10,238,391</b>		<b>\$9,234,438</b>	
Program FTE	0.00	5.00	0.00	4.04
<b>Program Revenues</b>				
Indirect for dep't Admin	\$241,645	\$0	\$207,764	\$0
Intergovernmental	\$0	\$10,148,111	\$0	\$9,163,452
<b>Total Revenue:</b>	<b>\$241,645</b>	<b>\$10,148,111</b>	<b>\$207,764</b>	<b>\$9,163,452</b>

**Explanation of Revenues**

\$4,325,780 - LIEAP Leverage Energy Grant: Based on current grant award  
 \$4,685,172 - OEAP-Energy Grant: Based on current grant award  
 \$152,500 - PDX Water/Sewer: Based on FY12 revised budget  
 \$70,986 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25119, Energy Assistance  
 Decreased 1.0 FTE - Office Assistant Sr (Vacant); Estimated 30% decrease in Federal Low Income Home Energy Assistance Program (LIHEAP)funding.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Weatherization (WX) provides repair and replacement to approximately 900 households. Services are primarily tax and rate payer funded by the state and federal government.

According to an Oregon Housing and Community Services (OHCS) study, services create \$1.78 of economic activity within the county for every \$1 invested in WX.

### Program Description

Weatherization (WX) provides energy use audits, weatherization, furnace repairs and replacement, and appliance replacement to fixed and low-income households. County staff and vendors provide services. In FY 10-11, more than 70,000 households were income eligible for service; of those, 918 were served.

Weatherization contributes to reducing the number of households living in poverty by increasing household self-sufficiency and improving local economic conditions through energy conservation. Energy costs disproportionately affect low-income households. The Department of Energy (DOE) estimates low-income households pay an average of 12.6% of their income for energy expenses compared with 2.7% for the average household. In some fixed income households, energy costs can reach as high as 35% of total monthly expenses. DOE estimates WX households save an average \$274 annually in energy costs.

WX provides jobs for local contractors and revenue for businesses who supply materials, and indirectly creates another 1.25 jobs in Oregon for every administrative position funded. National research indicates that WX has multiple "non-energy related" benefits including affordable housing preservation, regional energy conservation, long-term home improvement, safer housing conditions and improved physical health. Locally, Oak Ridge National Laboratory found that WX increases household property values, maintains affordable housing and improves the environment through reduced consumption of fossil fuels.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of households served	918	750	900	750
Outcome	# of affordable housing units maintained for 10 years <sup>1</sup>	538	500	675	500

### Performance Measure - Description

<sup>1</sup> Weatherization of multi-family buildings requires landlord commitment to a minimum 10 years of affordability. It's one of the best ways to preserve and improve the quality of current affordable housing stock. Fluctuations in target numbers reflects changes in ARRA funding.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$889,570	\$0	\$807,047
Contracts	\$0	\$163,750	\$0	\$38,926
Materials & Supplies	\$101,258	\$3,303,817	\$32,964	\$1,532,896
Internal Services	\$50,149	\$768,401	\$33,955	\$486,885
Total GF/non-GF:	<b>\$151,407</b>	<b>\$5,125,538</b>	<b>\$66,919</b>	<b>\$2,865,754</b>
Program Total:	<b>\$5,276,945</b>		<b>\$2,932,673</b>	
Program FTE	0.00	11.00	0.00	9.96
<b>Program Revenues</b>				
Indirect for dep't Admin	\$108,657	\$0	\$65,872	\$0
Intergovernmental	\$0	\$4,725,538	\$0	\$2,465,754
Other / Miscellaneous	\$0	\$400,000	\$0	\$400,000
<b>Total Revenue:</b>	<b>\$108,657</b>	<b>\$5,125,538</b>	<b>\$65,872</b>	<b>\$2,865,754</b>

**Explanation of Revenues**

\$636,014 - LIEAP Weatherization: Based on current grant award  
 \$196,681 - DOE Weatherization: Based on current grant award  
 \$1,608,059 - ECHO Grant: Based on current grant award  
 \$25,000 - Energy Show Rebates: Based on current year income projections  
 \$400,000 County Weatherization Rebates: Based on FY11 revised budget  
 \$66,919 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25121, Weatherization  
 Decreased 1.0 FTE - Weatherization Inspector (Vacant); Decrease overall contracted funds due to the ending of the American Recovery and Reinvestment Act (ARRA) funding \$2,200,114 budgeted in FY12.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Youth Gang Prevention (YGP) and the Community Healing Initiative (CHI) supports community-based, culturally, and gender-specific prevention services to Asian and Native American young people and their families at highest risk of gang membership, and African-American and Latino young people and their families who are already involved with the juvenile justice system.

Approximately 305 young people and their families will be served. It is expected that 90% of youth served increase their academic achievement, and avoid or reduce subsequent juvenile justice system involvement.

### Program Description

In FY 11-12 approximately 140 Asian and Native American families will receive prevention services and 165 African-American and Latino families on supervision with the juvenile division will receive intervention services.

In response to the LPSCC systems redesign, a procurement process was conducted to select community-based providers able to deliver a specific intensive family support and intervention program model. The identified program model is a proven best practice successful in intervening with these young people and families. By utilizing a specific, proven best practice model that provides intensive family-focused support and intervention, services are culturally and gender specific, as well as tailored to individual client needs. Services will include:

Mental health assessment and addictions treatment; school retrieval and retention; pro-social skill building activities; employment readiness and placement; basic needs; case management; linkage to support services; and flexible client service funds. Monthly system/joint case staffing meetings ensure seamless referrals between the juvenile justice system and community-based providers.

Intensive family support and intervention has been proven effective in successfully reducing or eliminating gang-related behaviors. OSU research indicates that 20% of youth offenders commit 80% of juvenile offenses, and that most of this 20% are "early bloomers" who committed crimes before the age of 15. YGP/CHI prioritizes this specific population in relationship to gang involvement, youth violence and juvenile delinquency.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of Asian and Native American families served <sup>12</sup>	112	0	140	140
Outcome	% of Asian/NA families served who avoid or reduce juvenile justice involvement <sup>2</sup>	99.0%	0.0%	90.0%	90.0%
Output	# of African-American and Latino families served <sup>12</sup>	327	0	171	100
Outcome	% of AA/Latino families served who avoid subsequent felony or arrest <sup>2</sup>	0.0%	0.0%	0.0%	50.0%

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup> The FY 11-12 offer purchased 600 youth to be served. 158 youth were served during the first quarter of FY2012 under the previous service model, and 311 youth were served the remaining year under the new model, for a total 469 youth served.

<sup>2</sup> The newly implemented program model provides Asian and Native American youth and families with prevention services. African-American and Latino youth and families are served with intervention services. The outputs and outcomes are new, and reflect the shift to the new model.



Legal/Contractual Obligation

N/A

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$98,917	\$0	\$98,941	\$0
Contracts	\$1,170,663	\$0	\$1,199,930	\$0
Materials & Supplies	\$2,551	\$0	\$2,111	\$0
Internal Services	\$10,547	\$0	\$10,050	\$0
Total GF/non-GF:	\$1,282,678	\$0	\$1,311,032	\$0
Program Total:	\$1,282,678		\$1,311,032	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$1,311,032 - County General Fund

Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #25123, Youth Gang Prevention  
Due to increased youth gang violence, a new program model was implemented that focuses the majority of available resources on those youth and their families current under supervision with the juvenile division. A smaller level of prevention capacity was maintained for those populations at risk of involvement but who are not currently involved to the highest degree.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Court Care provides on-site childcare for approximately 900 children annually whose parents are involved with legal proceedings at the Multnomah County Courthouse.

This program eases the burden on parents with young children, allowing them better access to court proceedings and supporting their ability to focus on those proceedings without worry about their children's safety.

Court Care is a collaboration among DCHS, the Oregon Judicial Department and the Multnomah County Bar Association.

### Program Description

Court Care services are jointly provided with the state of Oregon Department of Justice. Through contract with a non-profit agency, a full-service child care facility provides developmentally appropriate care, including food for participating children and screening for potential referrals to ongoing service by certified childcare providers.

An advisory committee under the auspices of the Multnomah County Bar Association raises service delivery funds, oversees operations and evaluates program effectiveness. Court Care services eliminate barriers to a parent/caregiver's ability to fully participate in legal proceedings created by lack of childcare and protect children from inappropriate exposure to potentially traumatic adult situations that can be a part of the legal process.

In particular, services are critical for women seeking restraining orders against their batterers in order to increase both their safety and the safety of their children while they go through the legal process. Addressing these issues supports a more fully functioning and effective legal system which plays a critical role in citizens' perceptions of safety.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of children served	811	900	900	900
Outcome	% of parents expressing satisfaction with services	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

Court Care services are by definition temporary. Effectiveness is primarily defined by the existence and delivery of the services themselves. Every child served avoids inappropriate exposure to legal situations and increases the ability of their parent/care giver to participate in their own legal proceedings.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$28,673	\$28,110	\$29,390	\$29,390
Total GF/non-GF:	<b>\$28,673</b>	<b>\$28,110</b>	<b>\$29,390</b>	<b>\$29,390</b>
Program Total:	<b>\$56,783</b>		<b>\$58,780</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$28,110	\$0	\$29,390
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$28,110</b>	<b>\$0</b>	<b>\$29,390</b>

**Explanation of Revenues**

\$29,390 - Oregon Judicial Dept The Intergovernmental Agreement allows for County to match funding up to \$29,390  
 \$29,390 - County General Fund

**Significant Program Changes**

Last year this program was: #25127, Court Care

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

Housing Stabilization for Vulnerable Populations provides rent assistance, transitional housing, and homeless children's education to more than 759 homeless households with children annually.

These services help our most vulnerable homeless and marginally housed families with children maintain their housing and avoid homelessness; once homeless, find homes and receive long-term support; and, keep children who are homeless in school and progressing, working with them on a path to self-sufficiency.

The County's Housing Team is also supported in this program offer.

### Program Description

The unified Short Term Rent Assistance (STRA) System serves 538 households with rent assistance, mortgage payment, and emergency shelter vouchers annually. Approximately 97% of those placed in housing remain housed six months after exit.

Three facilities-based transition housing sites house approximately 89 households for up to two years.

Outreach in East County serves approximately 90 individuals and families who are homeless and living/camping in East Multnomah County.

Approximately 52 children living in homeless families receive alternative education and support services. For children living in homeless families, educational support and alternative education services ensure that to the greatest extent possible these children do not lose critical steps toward academic success and long term self-sufficiency.

Food for companion animals of those living on the streets is provided.

The county invests in a number of housing and support services programs within DCHS and other departments. Services have been targeted to specific populations, exist within different departments and divisions, and for the most part have operated in isolation from each other. The county's Housing Team - representing all county departments and divisions - determines opportunities for collaboration or potential efficiencies across programs, and to share best practice, results and innovation.

Cross-jurisdictional work with the City of Portland, the City of Gresham, and the Housing Authority of Portland is also supported - especially with the 10 Year Plan to End Homelessness.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of households receiving rent assistance or housing placement	759	489	794	794
Outcome	% of households served who remain in permanent housing 6 months after exit	94.0%	80.0%	80.0%	80.0%

### Performance Measure - Description

Permanent housing is long-term community-based housing with attached appropriate support services, where an individual can stay without time limit.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$380,188	\$45,165	\$286,069	\$43,698
Contracts	\$850,023	\$554,597	\$1,137,197	\$1,340,118
Materials & Supplies	\$10,205	\$0	\$7,558	\$0
Internal Services	\$42,188	\$27,515	\$35,744	\$76,418
Total GF/non-GF:	<b>\$1,282,604</b>	<b>\$627,277</b>	<b>\$1,466,568</b>	<b>\$1,460,234</b>
Program Total:	<b>\$1,909,881</b>		<b>\$2,926,802</b>	
Program FTE	3.54	0.46	2.56	0.44
<b>Program Revenues</b>				
Indirect for dep't Admin	\$13,640	\$0	\$38,602	\$0
Intergovernmental	\$0	\$627,277	\$0	\$1,460,234
<b>Total Revenue:</b>	<b>\$13,640</b>	<b>\$627,277</b>	<b>\$38,602</b>	<b>\$1,460,234</b>

**Explanation of Revenues**

\$1,150,995 - HUD Family Futures: Based on current grant award

\$309,239 - OHCS D HSP, LIRHF, SHAP, EHA: current grant award

\$1,466,568 - County General Fund

**Significant Program Changes** **Significantly Changed****Last year this program was:** #25133A, Housing Stabilization for Vulnerable Populations

FY 2012's Program Offer 25133C-East County Homeless Outreach, contracted funding is included in this program offer.

Reduced 1.0 FTE - Program Specialist Sr (Vacant).

\$25,000 County General Funds has been allocated to a feeding program for companion animals of those living on the streets and is included in this program offer.

\$54,000 backfilling EHA and SHAP reductions from the State of Oregon.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Short-Term Rent Assistance System (STRA) provides rent assistance, limited mortgage assistance, and emergency motel vouchers to individual and family households at risk of or experiencing homelessness.

STRA is a collaboration among the county, the City of Portland, and Home Forward as a key strategy of the 10 Year Plan to End Homelessness.

This program offer requests continuation of current county investment to match increased funding by Home Forward (\$500,000) and leverage continued funding from city general funds (\$500,000).

Approximately 500 additional households will be served and are expected to maintain a 97% rate of permanent housing six months after exit.

### Program Description

Research shows that prevention of homelessness is a much more effective and efficient use of community resources than intervention once a household has entered homelessness. Local data reinforces this, with exceedingly high housing stability after six months achieved by households who have often accessed less than three months of assistance.

Through the 10 Year Plan to End Homelessness, the county, the City of Portland, and Home Forward have integrated the majority of each jurisdiction's rent assistance funding into a single system. STRA, managed by Home Forward on behalf of all partners, executes and manages one contract per provider, and collects one set of data and seeks one set of outcomes - rather than the three or more that used to exist.

Access to services is maintained for both single and family households, as well as culturally specific services for racial/ethnic communities, domestic violence victims, homeless youth, and others.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of households served	0	500	500	500
Outcome	% of households served who remain in permanent housing 6 months after exit	0.0%	80.0%	80.0%	80.0%

### Performance Measure - Description

Permanent housing is long-term community-based housing with attached appropriate support services, where an individual can stay without time limit.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$595,000	\$0	\$500,000	\$0
Total GF/non-GF:	<b>\$595,000</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>
Program Total:	<b>\$595,000</b>		<b>\$500,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$500,000 - County General Fund

**Significant Program Changes**Last year this program was: #25133E, Short-Term Rent Assistance System

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### Executive Summary

This program offer requests continued funding for the Rose City Resource Guide, a pocket guide to health and human services in the metro area. Streetroots, in collaboration with 211info, publishes the guide annually. County departments - Health, the Sheriff, County Human Services, and Community Justice - all distribute the guides to clients.

Funds will leverage City of Portland funding to ensure availability of guides for use by county staff and programs.

### Program Description

The Rose City Resource Guide is recognized and used by homeless and low-income individuals across the metropolitan area. Streetroots, a small grassroots newspaper by, for, and about issues of concern to homeless and low-income people, produces the guide annually. The guide is made available at no cost to those using it.

County departments provide the guide to clients and members of the public entering county buildings and service sites. While many departments are dues-paying members of Streetroots, this contribution does not cover the cost of the guides being used by them.

This program offer leverages current investment by the City of Portland in order to pay for the county's use of the guides.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of guides produced	0	45,000	45,000	45,000
Outcome	% of guides distributed	0.0%	100.0%	100.0%	100.0%

### Performance Measure - Description



Legal/Contractual Obligation

N/A

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$0	\$0	\$20,000	\$0
Total GF/non-GF:	\$0	\$0	\$20,000	\$0
Program Total:	\$0		\$20,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$20,000 - County General Fund

Significant Program Changes

Last year this program was: #25133D, Streetroots - Rose City Resource Guide

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

The system of care for victims of commercial sexual exploitation serves 10-15 girls under 18 years of age annually with highly intensive and population specific shelter and support services in order to intervene with this significantly traumatized group of children.

Funds currently support mid-term housing for approximately 15 young women and will support assertive engagement for approximately 40 young women in FY 12-13 under the oversight of an established community-based implementation committee that works to provide accountability and leverage significant community and other jurisdictional support.

In FY 11-12 shelter services were funded with one-time-only funds. This program offer requests to transition shelter services to on-going funding, as well as fund 2 FTE contracted positions as identified in FY 11-12, for FY 12-13.

### Program Description

In FY 09-10 the county received a planning grant from the federal government to assess the problem of commercial sexual exploitation of children (CSEC) locally and to develop an integrated law enforcement response that included community-based intervention. In FY 10-11 a multi-jurisdictional working group was convened and charged with the development of a comprehensive system of care for these children. Services are provided in a holistic manner and coordinated systems collaboration among law enforcement, child welfare, juvenile justice, and community advocates has been established.

In November 2011 county funding made possible the opening of the first mid-term housing for these children. As presented to the Board of County Commissioners, on-going funding to support these beds and the services attached to them are requested at this time. The implementation committee continues to be engaged with leveraging funding from other systems of care, the faith community continues to conduct significant fund raising efforts, and providers are carefully monitoring federal funding opportunities in order to match the county's investment.

Early experience with the first housing residents shows that all are still housed and remain engaged with the system of care - an important initial outcome.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of girls served with shelter services <sup>1</sup>	0	100	15	15
Outcome	% of girls served who remain enrolled in the program for at least 6 months <sup>2</sup>	0.0%	0.0%	50.0%	50.0%
Output	# of girls served with assertive engagement	0	0	0	40

### Performance Measure - Description

<sup>1</sup> Full funding for FY 11-12 program offer was not provided and numbers to be served this year are significantly less than what was purchased as a result. At least 15 girls are expected to be served with shelter services and potentially an additional 40 girls will receive assertive engagement services.

<sup>2</sup> Due to trauma of the population, initial success is defined as keeping girls participating with the program instead of running away, returning to their abuser and commercial sexual exploitation.

In FY12, DCJ served 70 girls with case management services, provided by the 2 FTE reflected in this offer.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$0	\$420,000	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$420,000</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$420,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$420,000 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25135, Commercial Sexual Exploitation of Children Victims' System of Care  
 In FY12, shelter services were funded with the General fund contingency, after the FY2012 budget was adopted, through DCHS's added Program Offer 25135. Outreach and case management services were funded through a grant in DCJ which ends June 30th, 2012. This program offer funds shelter services and backfills grant funded services.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

The Homeless Youth System (HYS) is a highly collaborative system comprised of four non-profit agencies that provide a continuum of screening, crisis intervention, safety services, shelter, assertive engagement, housing, education, employment and health services to approximately 1,000 homeless youth up to age 25 annually.

This system is integrated with the public safety system and is a jointly funded collaboration among DCHS, DCJ, the City of Portland, Portland Police Bureau, Citizens Crime Commission, Portland Business Alliance, the State of Oregon, Outside In, New Avenues for Youth, Janus Youth Programs, Native American Youth & Family Center and the community.

Services ensure that up to 75% of those served exit to safe stable housing and that 75% of those remain in safe, stable housing for at least six months post exit.

### Program Description

The HYS provides late stage intervention for 1,000 homeless youth annually through: 24/7 crisis and safety services; shelter; assertive engagement and linkage to long-term community supports; transitional and permanent housing; education and employment services; alcohol, tobacco and other drugs intervention and treatment; and, mental and other health services. Housing, services, and support to teen parents - both homeless and not - are also provided.

System accountability is managed through the Homeless Youth Oversight Committee (HYOC), a citizen body appointed by the Chair with representation that includes the Citizen's Crime Commission, Portland Business Alliance, DHS, Juvenile Rights Project, City of Portland, Health and Community Justice Departments, service providers and homeless youth.

The HYS continues to implement the Positive Youth Development Assertive Engagement model, using a System Logic Model, Fidelity Scale, and data collection reports to monitor progress made.

Homeless youth visibility has a direct impact on citizen perception of safety. Homeless youth are particularly vulnerable to crime, to be preyed upon, or to victimize others as they attempt to survive on the streets. Through joint planning and regular cross jurisdictional meetings, services are exceptionally integrated with public safety and other service systems, with significant community oversight.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of youth served	1,179	1,000	1,107	1,000
Outcome	% of youth served who remain in permanent housing 6 months after exit	90.0%	75.0%	75.0%	75.0%

### Performance Measure - Description

Permanent housing is long-term community-based housing with attached appropriate support services, where an individual can stay without time limit.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$82,102	\$59	\$82,121	\$0
Contracts	\$2,039,336	\$1,094,645	\$566,801	\$3,310,555
Materials & Supplies	\$2,695	\$0	\$1,830	\$0
Internal Services	\$14,027	\$9,344	\$10,833	\$22,124
<b>Total GF/non-GF:</b>	<b>\$2,138,160</b>	<b>\$1,104,048</b>	<b>\$661,585</b>	<b>\$3,332,679</b>
<b>Program Total:</b>	<b>\$3,242,208</b>		<b>\$3,994,264</b>	
<b>Program FTE</b>	0.83	0.00	0.83	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$4,596	\$0	\$11,024	\$0
Intergovernmental	\$0	\$1,104,048	\$0	\$1,522,625
<b>Total Revenue:</b>	<b>\$4,596</b>	<b>\$1,104,048</b>	<b>\$11,024</b>	<b>\$1,522,625</b>

**Explanation of Revenues**

\$278,736 - HUD Family Futures Based on current grant award  
 \$200,578 - HUD Horizons/Pathways: Based on current grant award  
 \$136,431 - OHCS D EHA: Based on current grant award  
 \$906,880 - PDX General Fund: Based on current grant award  
 \$661,585 - County General Fund  
 \$1,810,054 - County General Fund - Video Lottery

**Significant Program Changes**

**Last year this program was:** #25136A, Homeless Youth System

Contracts were moved between program offers 25133, 25136, and 25139 during FY12 which resulted offer 25139 having decrease in contracts. In order to comply with Oregon Revised Statutes, Video Lottery funding was re-classified from County General Fund to Fund 1519 - Video Lottery.

\$39,880 backfilling reductions from the City of Portland funding.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

Runaway Youth Services provide a 24/7 Reception Center, crisis line, shelter, support services, family counseling and reunification services, and gender-specific transitional housing services for approximately 2,000 youth ages 12-17 who have run away, or who are at risk of running away, as well as their families.

This program is a collaboration among DCHS, DCJ and DHS. 80% of those served return home or to another stable living environment at exit.

### Program Description

Runaway Youth Services include: Reception Center - a collaboration among law enforcement, DCJ and DHS - to directly receive from officers, youth found to have committed minor status offenses such as curfew violation, truancy, etc... as an alternative to detention. The Reception Center is co-located with runaway crisis response services, creating a countywide "child receiving center" for youth up to age 18.

Crisis Line - 24/7 youth and family help line that serves as a central access point for services. Telephone intervention and face-to-face, drop-in intervention also is available. This is the only community-based resource for runaway youth and families in the county.

Emergency Shelter - shelter and emergency assistance in an 11-bed, co-ed group home with services focused on family reunification. Youth receive food, safety from the street, medical care, transportation and case management services. Shelter services operate within a 72-hour intervention timeline. Research shows that the longer a young person is separated from family (where no abuse is present), the potential for eventual reunification decreases and further involvement in the child welfare system increases.

Support Services/Case Management includes: intake; assessment; individual service plans targeting family reunification; addiction treatment referrals; mental health counseling; and family mediation. Gender Specific Transitional Housing provides two beds for girls in a group home setting. Research shows that a single gender environment results in better self-sufficiency outcomes for young women.

Runaway Youth Services successfully impact detention reform efforts and reduce the number of children entering the child welfare system. County investment in Runaway Youth Services through DCHS is leveraged by investments from law enforcement, the juvenile justice system and DHS. When families are able to appropriately raise their children at home, community resources are not depleted.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of youth and families served	1,917	2,000	2,002	2,000
Outcome	% of youth served who return home or exit to other stable housing	82.0%	85.0%	85.0%	85.0%

### Performance Measure - Description

Stable housing can describe being in DHS custody which could include foster or group home placement, but most youth are reunited with family.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$16,815	\$0	\$16,819	\$0
Contracts	\$927,432	\$189,476	\$784,517	\$194,990
Materials & Supplies	\$435	\$0	\$356	\$0
Internal Services	\$1,792	\$0	\$1,711	\$0
Total GF/non-GF:	<b>\$946,474</b>	<b>\$189,476</b>	<b>\$803,403</b>	<b>\$194,990</b>
Program Total:	<b>\$1,135,950</b>		<b>\$998,393</b>	
Program FTE	0.17	0.00	0.17	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$189,476	\$0	\$194,990
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$189,476</b>	<b>\$0</b>	<b>\$194,990</b>

**Explanation of Revenues**

\$194,990 - OCCF Youth Investment: Based on OCCF estimated funding

\$803,403 - County General Fund

**Significant Program Changes****Last year this program was:** #25138A, Runaway Youth Services

Approximately \$43,000 of County General Funds were added to this program offer to offset reductions in OCCF Youth Investment funding.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Anti-Poverty Services (APS) contribute to the county's anti-poverty/prosperity system of care designed to assist low-income households to gain the skills necessary to achieve self-sufficiency and future prosperity, as well as address the root causes of societal poverty.

Services delivered through the SUNSS Anti-Poverty System using the Action for Prosperity program model, youth employment support services, low-income tax preparation services, and the county's Interfaith Initiative are funded in this offer.

Approximately 1,100 households receive assistance ranging in both length of service – immediate, short, and long-term - and in intensity of service provided.

### Program Description

Four core services - Basic Needs, Action for Prosperity, Housing, and System Collaboration - are delivered as part of the SUNSS Anti-Poverty System, a countywide integrated and coordinated system of care for school-age youth and their families. Services assist households seeking help and provide them with or make connections to meet their needs as they relate to food, housing, employment, and school success. Working with community-based providers and other stakeholders, services leverage funder investments to maximize resources, coordinate and link services to create efficiencies and improve outcomes, and ensure that quality and accountability is maintained throughout the System. 1,141 households were served last year.

In FY 10-11, 72% of the households served were at or below the Federal Poverty Level and 52% were headed by a single parent (48% were single female parents). 56% of the adults in households served identify themselves as ethnic minorities. By utilizing a multi-intervention approach targeted to a mix of needs, households become and remain stably housed.

25 low-income youth receive flexible client assistance funds to support their employment training activities.

Approximately 1,000 tax returns are prepared by IRS volunteers at no cost to the filing household. For every \$1 of general fund invested \$20 is returned to the household and spent in the local economy.

The Interfaith Initiative provides staffing and support to the Interfaith Council as well as small grants to faith communities seeking to partner with the county in the delivery of social services.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of households receiving case management	1,141	500	698	600
Outcome	% of households served that remain in permanent housing 6 months after exit	96.0%	85.0%	85.0%	85.0%

### Performance Measure - Description

Permanent housing is long-term community-based housing with attached appropriate support services, where an individual can stay without time limit.



**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$141,104	\$40,002	\$158,041	\$30,000
Contracts	\$744,495	\$2,397,184	\$631,123	\$734,547
Materials & Supplies	\$17,819	\$0	\$4,547	\$0
Internal Services	\$21,094	\$118,418	\$20,100	\$30,954
Total GF/non-GF:	<b>\$924,512</b>	<b>\$2,555,604</b>	<b>\$813,811</b>	<b>\$795,501</b>
Program Total:	<b>\$3,480,116</b>		<b>\$1,609,312</b>	
Program FTE	1.60	0.40	1.70	0.30
<b>Program Revenues</b>				
Indirect for dep't Admin	\$58,985	\$0	\$16,614	\$0
Intergovernmental	\$0	\$2,555,604	\$0	\$720,258
<b>Total Revenue:</b>	<b>\$58,985</b>	<b>\$2,555,604</b>	<b>\$16,614</b>	<b>\$720,258</b>

**Explanation of Revenues**

\$720,258 - OHCSO - CSBG: Based on current grant award

\$793,811 - County General Fund

\$20,000 - On Time Only - County General Fund

\$55,243 - County General Fund - Video Lottery

\$20,000 - One Time Only - County General Fund - Video Lottery

**Significant Program Changes** **Significantly Changed****Last year this program was:** #25139A, Anti-Poverty Services

FY 2012's Program Offer 25142-Family Economic Security, funding was moved to be included in this program offer and \$40,000 of One Time Only General funds was added for Low Income Residents Tax Preparation Assistance & for a pilot program to expand internet access for low income families. Also, contracts were moved between program offers 25133, 25136, and 25139 during FY12 which resulted offer 25139 having an overall decrease in contracts.

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Action for Prosperity (AFP) is a proven program focused on low-income households who are ready and motivated to take action to increase their self-sufficiency and create future prosperity by participating in assertive engagement, training and employment, and housing stability services.

Utilizing ARRA funds, a partnership among Multnomah County, Work Systems, Inc., and Home Forward was developed in FY 09-10. Due to the success of the collaboration, an effort to refocus existing anti-poverty funds into alignment with the AFP model has occurred. The Oregon Department of Human Services has been added into the partnership.

This program offer requests on-going funding to continue to serve 50 African-American and Native American families working to reunite with their children in foster care. The Board of Commissioners funded these services with one-time-only funds and this program offer requests to transition these services to on-going funds. Funding leverages additional funding for housing and workforce development services.

### Program Description

Based in anti-poverty services currently provided within the SUNSS Anti-Poverty System, each partner has committed funding to provide services within their core mission and to align that funding with the other partners to provide AFP services across jurisdictions and organizational lines.

In addition, services work to address the over-representation of African-American and Native American children in the foster care system by working with their parents to obtain housing, stable employment and parenting skills.

Services include: Multnomah County – assertive engagement, flexible client assistance, support for employment liaison; Work Systems, Inc. – dedicated workforce development products, support for employment liaison; Home Forward – dedicated rent assistance; and Oregon Department of Human Services flexible client assistance.

In FY 10-11, 287 households were served with AFP. 87% of those served were unemployed and had an income at or below 125% of Federal Poverty Guidelines. 61% of those served exited to full or part-time employment within 12-18 months.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of households served	0	50	60	50
Outcome	% of households served with increased income at exit	0.0%	50.0%	75.0%	75.0%

### Performance Measure - Description

Fluctuation in numbers served reflects start-up funding and challenging conditions in which participating households find themselves, requiring additional assertive engagement capacity and thus lowering FTE ratios.

Legal/Contractual Obligation

N/A

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$0	\$0	\$195,000	\$0
Total GF/non-GF:	\$0	\$0	\$195,000	\$0
Program Total:	\$0		\$195,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$195,000 - County General Fund

Significant Program Changes

Last year this program was: #25139B, Action for Prosperity

**Lead Agency:** County Human Services

**Program Contact:** Mary Li

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Community Development administers public resources to expand affordable housing and infrastructure in low and moderate income communities through the federal Community Development Block Grant (CDBG), the Affordable Housing Development Program (AHDP), and the home improvement loan program.

It is a collaboration among DCHS, the cities of Gresham, Wood Village, Fairview, Troutdale, Maywood Park, Portland, and the community.

The program will potentially complete two public works projects and deed three properties for affordable housing development in the coming year.

### Program Description

Using a regional collaborative approach, an advisory board comprised of citizens living in East County cities outside of Portland and Gresham administers Community Development Block Grant funds targeted to neighborhood revitalization, public services, and housing rehabilitation in East County.

The Affordable Housing Development Program (AHDP) deeds county foreclosed properties to non-profit community development corporations for affordable housing development and manages an ongoing portfolio of approximately 450 units for program compliance and real estate transactions.

A no-cost home improvement loan program for fixed and low-income homeowners is maintained on behalf of the Portland Development Commission.

Federal and state funds improve the livability of existing low and moderate income housing and neighborhoods. Annually, 54% of funding for the homeless is directed to shelters and transitional housing, while only 12% supports permanent housing.

Studies conducted for the 10 Year Plan to End Homelessness make it clear that without abandoning people in need of immediate temporary housing, the county must devote greater resources to long-term solutions. Housing programs are designed to make investments in alignment with this policy direction.

Significant reductions in federal funding have deeply impacted program ability to deliver affordable housing units in the foreseeable future.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of public works projects completed	1	2	3	2
Outcome	# of affordable housing units preserved <sup>1</sup>	47	60	45	40

### Performance Measure - Description

<sup>1</sup>Preservation refers to units that are currently used for affordable housing purposes but are at risk of conversion to market rate housing, displacing low and fixed income residents. Lack of anticipated development and preservation funds have reduced the number of units able to be preserved.

**Legal/Contractual Obligation**

N/A

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$54,494	\$45,043	\$61,646	\$39,776
Contracts	\$0	\$564,140	\$0	\$291,113
Materials & Supplies	\$2,551	\$0	\$0	\$1,766
Internal Services	\$10,547	\$15,698	\$3,565	\$18,929
Total GF/non-GF:	<b>\$67,592</b>	<b>\$624,881</b>	<b>\$65,211</b>	<b>\$351,584</b>
Program Total:	<b>\$692,473</b>		<b>\$416,795</b>	
Program FTE	0.55	0.45	0.61	0.39
<b>Program Revenues</b>				
Indirect for dep't Admin	\$7,722	\$0	\$5,765	\$0
Intergovernmental	\$0	\$580,881	\$0	\$289,584
Other / Miscellaneous	\$0	\$44,000	\$0	\$62,000
<b>Total Revenue:</b>	<b>\$7,722</b>	<b>\$624,881</b>	<b>\$5,765</b>	<b>\$351,584</b>

**Explanation of Revenues**

\$289,584 - Multnomah County HUD CDBG: Based on current grant award  
 \$62,000 - Loan Repays: Based on current year projected income and BWC  
 \$65,211 - County General Fund

**Significant Program Changes**

Last year this program was: #25140, Community Development

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The SUN Service System Division Administration (SUNSS) is responsible for management and oversight functions for the contracted and county-provided direct services through the SUNSS, as well as development and maintenance of partnerships with the system's stakeholders and sponsors. The 17 FTE in this Division provide direct services, manage contracts, provide technical assistance and training, monitor programs, oversee data collection and reporting, conduct program evaluation and coordinate service delivery associated with the SUN Service System and the Baltazar Ortiz Center. Programs operated through this division serve more than 82,000 people annually.

### Program Description

SUNSS administration staff has responsibility for leadership, partnership development, direct staff supervision and program oversight for the SUN Service System Division. Responsibilities include supporting the overall county policy promoting school age services, ensuring evidenced-based and high quality services by both county staff and contracted service providers, and maintaining communication internally and with the SUN Service System and partner communities. Oversight for contract management functions and ensuring that accurate data is collected and reported to stakeholders, contractors, the Board of County Commissioners and to funders are critical functions of administrative staff. Data collection, technical assistance, reporting to funders and program evaluation functions are implemented across both the SUNSS and the Community Services divisions of the department.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of times school district and System partners meet to align & monitor service	27	16	20	20
Outcome	% funder required reports completed and submitted on time	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

Alignment and monitoring meetings include meetings of SUNSS Coordinating Council and its workgroups, the Every School a Community School workgroup, SUNSS Districts Council, and grant, policy and sustainability groups.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$762,499	\$0	\$765,133	\$0
Contracts	\$49,880	\$0	\$49,880	\$0
Materials & Supplies	\$22,332	\$0	\$23,670	\$0
Internal Services	\$79,983	\$0	\$99,689	\$0
Total GF/non-GF:	<b>\$914,694</b>	<b>\$0</b>	<b>\$938,372</b>	<b>\$0</b>
Program Total:	<b>\$914,694</b>		<b>\$938,372</b>	
Program FTE	7.53	0.00	7.32	0.00
<b>Program Revenues</b>				
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$938,372 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25143, SUN Service System Administration

Moved 0.09 FTE-Data Analyst Senior and 0.05 FTE-Research Evaluation Analyst Sr from Program Offer 25143-SUN Service System Administration to Program Offer 25145A-SUN Community Schools; Reduced 0.07 FTE-Program Specialist for a net decrease of 0.21 FTE.

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Existing Operating

**Related Programs:** 25145B

**Program Characteristics:** Measure 5 Education

### Executive Summary

SUN Community Schools (SUN CS) provide school-based educational, recreational, social and health services focusing on school-age children at risk of academic failure and their families. The 47 county-supported full-service sites in this offer serve approximately 15,500 students, 80% of whom receive free or reduced lunch. SUN's nationally award-winning program removes barriers for students and families so that they can achieve educational success and lifelong self-sufficiency. Last year, participants had a 95% school attendance rate and 80% improved academic benchmark scores in reading and 81% in math. SUN CS is part of the SUN Service System, a countywide integrated and coordinated system of care for school-aged youth and their families.

### Program Description

SUN CS is a jointly owned collaboration of the City of Portland, 6 school districts, non-profits, the state and Multnomah County. The SUN partnership leverages significant contributions including an estimated \$2.8 million in cash from the city and districts, over \$10 million in supplemental services, and over \$6 million in in-kind resources. In total, the partnership supports 64 total SUN CS sites countywide, having expanded by 4 last year due to contributions by partners.

SUN Community Schools in this offer provide 15,500 youth with a comprehensive array of social and support services that allow students to come to school ready to learn and succeed academically and that foster family success. Services are developmentally appropriate and operate year-round at elementary, middle and high schools. They include: 1) social and health services to meet basic needs; 2) out-of-school-time activities: a broad range of academic support, enrichment, social and behavioral skill development, recreation and adult education; 3) family engagement: support and education for family members so they can prepare children for school and have positive involvement with schools; 4) community and business involvement; and 5) service integration: oversight and coordination of a comprehensive, accessible system of services. SUN Community Schools focus on prevention and also provide significant intervention services, working to reduce poverty and other high-cost service needs in the future. SUN CS is a national model that utilizes best practices and tailors services to the specific needs of local neighborhoods and schools.

Research demonstrates that SUN CS are effective in improving student academic success and attendance, as well as engagement, pro-social behaviors and other skills that lead to life success. Outcomes are measured on regularly attending students, approx. 7,500 youth annually. SUN CS participants exceed outcome targets and overall perform better than state expectations. SUN CS serve the neediest children, targeting those living in poverty and performing below standards. 70% are racial/ethnic minorities, 21% are English Language Learners and 80% receive free or reduced lunch (compared to 46%, 14% and 54% respectively in school districts).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of children (ages 5-18) served <sup>1</sup>	15,559	9,200	10,000	10,000
Outcome	% who improve state test scores in Reading <sup>2</sup>	80.0%	75.0%	75.0%	75.0%
Outcome	% of school days attended <sup>2</sup>	95.0%	92.0%	92.0%	92.0%
Outcome	% who improved classroom behavior <sup>2</sup>	55.0%	75.0%	65.0%	65.0%

### Performance Measure - Description

<sup>1</sup> Outputs reflect the annual number served. Over-performance by contractors is not projected.

<sup>2</sup> Outcomes are analyzed for students who participate for 30 days or more, a federally accepted threshold; 7,385 children participated at this level last year. 92% attendance rate is considered Annual Yearly Progress as defined by No Child Left Behind.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$109,821	\$111,530	\$122,411	\$153,753
Contracts	\$3,220,435	\$400,460	\$3,299,182	\$886,096
Materials & Supplies	\$19,088	\$14,429	\$9,102	\$2,324
Internal Services	\$13,654	\$24,025	\$37,033	\$7,648
Total GF/non-GF:	<b>\$3,362,998</b>	<b>\$550,444</b>	<b>\$3,467,728</b>	<b>\$1,049,821</b>
Program Total:	<b>\$3,913,442</b>		<b>\$4,517,549</b>	
Program FTE	1.04	1.30	1.25	0.73
<b>Program Revenues</b>				
Indirect for dep't Admin	\$4,107	\$0	\$1,993	\$0
Fees, Permits & Charges	\$0	\$88,001	\$0	\$0
Intergovernmental	\$0	\$462,443	\$0	\$964,130
Other / Miscellaneous	\$0	\$0	\$0	\$85,691
<b>Total Revenue:</b>	<b>\$4,107</b>	<b>\$550,444</b>	<b>\$1,993</b>	<b>\$1,049,821</b>

**Explanation of Revenues**

\$222,010 - City of PDX Parks & Rec: Based on FY12 revised budget  
 \$82,691 - Institute for Education Leadership: Based on FY12 revised budget  
 \$25,000 - Gresham-Barlow School District: Based on FY12 revised budget  
 \$31,000 - David Douglas School District: Based on FY12 revised budget  
 \$120,000 - Reynolds School District: Based on FY12 revised budget  
 \$10,000 - Kellogg Funding: Based on FY12 revised budget  
 \$71,120 - Stuart Funding: Based on FY12 revised budget  
 \$100,000 - COP Mayor's Office: Based on FY12 revised budget  
 \$145,000 - Portland Public School Attendance Effort: Based on FY12 revised budget  
 \$240,000 - Portland Public School Commission School Support: Based on FY12 revised budget  
 \$3000 - Federal State Fund Begging Working Capital: Based on FY12 revised budget  
 \$3,467,728 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25145A, SUN Community Schools

Moved 0.09 FTE-Data Analyst Senior and 0.05 FTE-Research Evaluation Analyst Sr from Program Offer 25143-SUN Service System Administration to Program Offer 25145A-SUN Community Schools; Reduced 0.75 FTE-Health Educator from the overall FTE count per FY13 budget policy for accounting for Limited Duration FTE, for a net decrease of 0.36 FTE.

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Innovative/New Program

**Related Programs:** 25145A

**Program Characteristics:** Measure 5 Education

### Executive Summary

This program offer seeks CGF to create three new SUN Community Schools (SUN CS) in high poverty priority neighborhoods in Reynolds, Parkrose and Gresham Barlow School Districts. The 3 schools are Wilkes Elementary in Reynolds, Prescott Elementary in Parkrose and Highland Elementary in Gresham Barlow. This offer represents a collaborative effort to fund three of the highest poverty schools in the county that don't have SUN CS supports. The districts are investing \$144,000 in these sites, leveraging a county matching investment of \$144,000.

SUN CS provide critical educational, social and health supports to students at risk of dropping out and their families. This program will serve 600 students and 150 adults intensively and touch thousands of other youth and family members. SUN's nationally award-winning program removes barriers for students and families so that they can achieve educational success and lifelong self-sufficiency. Last year, participants had a 95% school attendance rate and 80% improved academic benchmark scores in reading and 81% in math.

### Program Description

These new SUN CS sites will provide 600 youth and 150 adults with a comprehensive array of social and support services that allow students to come to school ready to learn and succeed academically, and foster families' stability and success. Services are developmentally appropriate and operate year-round. They include: 1) social and health services to meet basic needs; 2) out-of-school-time activities: a broad range of academic support, enrichment, social and behavioral skill development, recreation and adult education; 3) family engagement: support and education for family members so they can prepare children for school and have positive involvement with schools; 4) community and business involvement; and 5) service integration: oversight and coordination of a comprehensive, accessible system of services. SUN Community Schools focus on prevention and also provide significant intervention services, working to reduce poverty and other high-cost service needs in the future. SUN CS is a national model, that utilizes best practices and tailors services to the specific needs of local neighborhoods and schools.

Wilkes, Prescott and Highland schools are ranked in the highest tiers of the SUN poverty index, with Free and Reduced lunch rates of 85%, 82% and 80% respectively. The populations they serve are highly racially and culturally diverse and experience significant inequities in education, health and other outcomes. Developing these CS site addresses an equity issue in distribution of SUN CS locations by increasing the # of sites located outside of Portland Public Schools, where poverty rates have been skyrocketing in the last decade.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of children (ages 5 to 18) served	0	0	0	600
Outcome	% who improve state test scores in Reading	0.0%	0.0%	0.0%	75.0%
Outcome	% of school days attended	0.0%	0.0%	0.0%	92.0%

### Performance Measure - Description

<sup>1</sup> Outputs reflect the annual number served.

<sup>2</sup> Outcomes are analyzed for students who participate for 30 days or more, a federally accepted threshold; 92% attendance rate is considered Annual Yearly Progress as defined by No Child Left Behind.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$0	\$0	\$144,000	\$0
Total GF/non-GF:	\$0	\$0	\$144,000	\$0
Program Total:	\$0		\$144,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$144,000 - County General Fund

Significant Program Changes

Last year this program was:

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Child & Family Hunger Relief program lessens food insecurity and improves healthy eating by allowing SUN Community School (SUN CS) sites to increase the number of meals served to hungry children and families and develop on-going capacity to address family emergency food needs. The program will serve an additional 170,000 meals to children and family members in 11 SUN CS communities. The program is a partnership between the SUN Service System, Oregon Food Bank, six school districts, and Partners for a Hunger Free Oregon. The county investment leverages significant federal USDA federal funding through school districts and food through the Oregon Food Bank.

### Program Description

Oregon is currently ranked #2 in hunger, yet millions of dollars in available federal food funding for children goes untapped. 52% of children in the county are eligible for Free or Reduced (FRL) price meals through schools and 80% of SUN CS participants receive FRL. However, these students don't have access to food on non-school days and in summer only 31% of the students who eat FRL meals during the school year are fed. Parents/guardians of these students also suffer the effects of poverty including hunger, often foregoing regular meals so their children can eat.

The SUN CSs are designed to act as a vehicle for delivering services to children and families in an easily accessible and non-stigmatizing environment. This offer capitalizes on SUN's community-based capacity by 1)sustaining on-going capacity and relationships for weekend food distribution through 6 school-based emergency food pantries across the County and 2)increasing the number of meals served to hungry children and their families during summer. The offer supports staffing at 17 SUN CS during the summer to serve meals for 8-11 weeks in under-served communities in Mid and East County. In Summer 2011, this capacity provided 66,000 meals that wouldn't otherwise have been possible. In addition to providing support for weekend food pantries at 6 SUN CS sites, the project will continue development of ongoing partnerships and resources for weekend food in partnership with Oregon Food Bank. A .5 FTE Program Development Specialist coordinates the project, provides technical assistance to community partners, develops partnerships and secures in-kind resources and supports.

Experts agree that healthy nutrition is vital to brain development and capacity to learn for children and youth in all age groups. Even moderate under-nutrition has lasting impacts on cognitive development and school performance. This offer leverages over \$450,000 in federal meal reimbursement and significant in-kind support for weekend food for families from Oregon Food Bank and community donors, particularly faith and business partners.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of meals served to children and families <sup>1</sup>	0	110,000	220,000	170,000
Outcome	Retail \$ equivalent for every \$1 CGF invested in pantries <sup>2</sup>	6	6	6	6

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup> # of meals includes meals served through extended weeks of summer meals program and emergency pantries providing weekend meals to families.

<sup>2</sup> Outcome measure changed from FY12 to reflect actual program components and effects (original measure was for programs that were not implemented due to lack of grant funding).

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$34,536	\$34,535	\$43,993	\$0
Contracts	\$85,857	\$21,912	\$69,872	\$0
Materials & Supplies	\$2,366	\$942	\$3,889	\$0
Internal Services	\$2,241	\$8,611	\$7,246	\$0
Total GF/non-GF:	<b>\$125,000</b>	<b>\$66,000</b>	<b>\$125,000</b>	<b>\$0</b>
Program Total:	<b>\$191,000</b>		<b>\$125,000</b>	
Program FTE	0.40	0.40	0.50	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$692	\$0	\$0	\$0
Intergovernmental	\$0	\$23,000	\$0	\$0
Other / Miscellaneous	\$0	\$43,000	\$0	\$0
<b>Total Revenue:</b>	<b>\$692</b>	<b>\$66,000</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$125,000 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25147, Child and Family Hunger Relief  
Reduced 0.30 FTE - Program Specialist.

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Social and Support Services for Educational Success program (SSSES) fosters academic achievement by providing year-round, school-linked, age-appropriate and culturally-specific academic support, case management, family engagement, and skill building groups. In 2011, SSSES served over 1,900 high-risk youth, 90% of whom identify as ethnic minorities; 75% of them participated in Free or Reduced Lunch meals. SSSES is part of the SUN Service System, a countywide integrated and coordinated system of care for school-aged youth and their families.

### Program Description

Social and Support Services for Educational Success provides services for 1,905 high-risk youth (ages 6-17) and their families to help ensure that youth remain in or return to school. These services are delivered at community and school sites to youth attending regular and/or alternative schools who are at risk of academic failure. SSSES targets six specific populations of youth and families of color: African American, African Immigrant, Asian Pacific Islander, Latino, Native American and Slavic. Key services include: case management with a focus on academic and life goals; advocacy in disciplinary and educational meetings; skill-building groups; academic support activities such as tutoring, mentoring, reading club, gender-specific groups, and conflict resolution classes; and parent outreach/engagement. SSSES staff work in collaboration with SUN Community Schools and other school personnel towards youth and family success.

Youth who participate in the SSSES program are at risk for academic failure due to poor attendance, failing grades, language barriers, family instability and behavior issues. Case managers support and mentor youth, allowing them to build personal assets leading to school and life success. SSSES staff engages youth at risk for academic failure in a variety of school and community activities. SSSES services that meet basic needs allow youth to focus on school and provides their caregivers with the resources to support educational success. In 2011, youth in the SSSES program showed improvements in school attendance and gained enough credits to be on track to graduate; in addition, 86% of 9th, 10th and 11th grade SSSES youth returned for their next year of high school. Increased access to social services and additional learning opportunities outside of, but connected to the classroom, are promising practices for reducing the achievement gap. SSSES provides this link - in schools and in the community.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of students (ages 6-18) served	1,905	1,735	1,735	1,700
Outcome	% who improve state test scores in reading	78.0%	75.0%	75.0%	75.0%

### Performance Measure - Description

Outcomes are analyzed for students who participate in case management for 45 days or more with at least 15 hours of service; 1,094 youth participated at this level last year. Output for FY13 reflects a 2% reduction proposed by the Commission on Children, Families & Community.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$98,917	\$0	\$98,941	\$0
Contracts	\$1,796,644	\$326,264	\$1,841,555	\$311,871
Materials & Supplies	\$2,992	\$0	\$3,715	\$0
Internal Services	\$12,171	\$0	\$13,656	\$0
Total GF/non-GF:	<b>\$1,910,724</b>	<b>\$326,264</b>	<b>\$1,957,867</b>	<b>\$311,871</b>
Program Total:	<b>\$2,236,988</b>		<b>\$2,269,738</b>	
Program FTE	1.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$326,264	\$0	\$311,871
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$326,264</b>	<b>\$0</b>	<b>\$311,871</b>

**Explanation of Revenues**

\$311,871 - Oregon Commission on Children, Families, and Community - Youth Investment: Based on FY12 revised budget  
\$1,957,867 - County General Fund

**Significant Program Changes**

**Last year this program was:** #25149, Social and Support Services for Education Success

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

Parent Child Development Services (PCDS) provides services for young children (birth through age 5) and their parents to promote positive parenting, healthy child development and school readiness. In FY 2011, the program served 859 children in 593 families. PCDS uses a nationally recognized evidence-based curriculum, Parents As Teachers (PAT). This program aligns with the Early Childhood Framework and is part of the SUN Service System, a countywide integrated and coordinated system of care for school-aged youth and their families.

### Program Description

PCDS creates opportunities for parents to interact with their children in mentored settings with child development specialists. In these settings they are able to build on healthy and age appropriate parenting skills, manage challenging behavior, and learn new ways to support their children and promote school readiness. In addition, PCDS staff broker and refer families for other necessary social support services. This program is critical for families who do not have other such opportunities and who are struggling to meet basic needs.

Specific services include: age appropriate parent-child play groups, parenting education and support services, developmental screening, immunization status checks and follow up, and access to other social and health services. The Ages and Stages child development screening tool is used to determine developmental stage. Children not meeting the relevant stage for their age are referred for early childhood intervention services.

PCDS services are delivered in community and school settings: siting groups in schools helps break down barriers many families have about simply going into school buildings. Services are developmentally and culturally appropriate. The Parents As Teachers curriculum is used as the foundation for intervention with families: the outcomes for participating families are strong. Last year, at the time of exit from the program 90% of children served had up-to-date immunizations and 95% were within a normal developmental stage. Nearly all of the parents (98%) indicated they gained new skills from program participation. Our local results mirror national research showing that involvement in PAT programs increases children's readiness for school.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of children served	859	792	792	792
Outcome	% of children up to date on immunizations at exit	92.0%	95.0%	95.0%	95.0%

### Performance Measure - Description



**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$98,917	\$0	\$98,940	\$0
Contracts	\$1,182,782	\$147,961	\$1,297,692	\$94,044
Materials & Supplies	\$3,052	\$0	\$4,148	\$0
Internal Services	\$12,171	\$0	\$13,656	\$0
Total GF/non-GF:	<b>\$1,296,922</b>	<b>\$147,961</b>	<b>\$1,414,436</b>	<b>\$94,044</b>
Program Total:	<b>\$1,444,883</b>		<b>\$1,508,480</b>	
Program FTE	1.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$147,961	\$0	\$94,044
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$147,961</b>	<b>\$0</b>	<b>\$94,044</b>

**Explanation of Revenues**

\$94,044 – Oregon Commission on Children, Families, and Community - Great Start: Based on FY11 revised budget  
 \$1,414,436 – County General Fund

**Significant Program Changes**

**Last year this program was:** #25151A, Parent Child Development Services  
 Approximately \$46,000 of County General Funds were added to this program offer to offset reductions in CCCF funding.

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Innovative/New Program

**Related Programs:**

**Program Characteristics:** One-Time-Only Request

### Executive Summary

This innovative project provides expansion into East Multnomah County for parent education for African American families, leading to family security and student success.

### Program Description

This this culturally specific program focused on African American parents in east Multnomah County, in response to the growing African American population in that area, and the lack of culturally specific services. This program provides parent training, informational meetings and support groups to assist parents in providing safety, security and support to their children, leading to increased parent participation in the growth and development of their children. Parents have the opportunity to take part in leadership development and learn navigation tools to ensure better advocacy for their children in school and around the bordering community. By creating a safe place for parents and their children to interact and learn about healthy parenting, the project improves academic and life outcomes - for children and their parents. This program will hold an annual meeting for African American parents in order to share resources, gain practical training and to build community.

The County investment in this project leverages \$25,000 in funding from three east Multnomah County school districts to support this program expansion.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# families attending annual parent meeting	0	0	0	200
Outcome	% of parents who increase engagement in their child's education	0.0%	0.0%	0.0%	75.0%

### Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$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

County General Fund - \$50,000

Significant Program Changes

Last year this program was:

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Alcohol, Tobacco and other Drug (ATOD) program provides evidenced-based prevention services to youth aged 12-17 and their families. Services focus on middle and high school students in SUN Community Schools. This program is part of the SUN Service System, a countywide integrated and coordinated system of care for school-aged youth and their families.

### Program Description

Prevention activities in this program use the Strengthening Families curriculum in school sites for students 10-14 years old and their families. This 7-week evidenced-based curriculum is designed to prevent or reduce adolescent substance use and other problematic behaviors in youth. Strengthening Families is, by design, a highly interactive video-based intervention designed to improve parenting skills, build life skills in youth and strengthen family bonds.

By preventing ATOD use and misuse the program helps youth remain in school, increasing the likelihood they will be successful academically and, ultimately, have a healthy and self-sufficient adulthood. Research indicates that the more successful a young person is in school, the less likely he/she is to use, abuse or become dependent on ATOD. This program targets youth in middle school to avoid long-term use and the need for more costly interventions.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth served <sup>1</sup>	400	400	409	0
Outcome	% of youth surveyed who report improvement in 4 or more areas in the survey	0.0%	75.0%	75.0%	75.0%
Output	Number of families who participate in Strengthening Families	0	0	120	120

### Performance Measure - Description

✓ **Measure Changed**

<sup>1</sup> In FY13 the program model will be focused on prevention using the Strengthening Families curriculum, in which services engage families. Therefore the output has changed to reflect this shift. The previous output is being phased out.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$203,000	\$0	\$127,890	\$0
Total GF/non-GF:	<b>\$203,000</b>	<b>\$0</b>	<b>\$127,890</b>	<b>\$0</b>
Program Total:	<b>\$203,000</b>		<b>\$127,890</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$127,890 - County General Fund

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #25154, Alcohol, Tobacco and Other Drug Services  
Reduction in contracted services, see narrative above.

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Sexual Minority Youth Services (SMYS) program offers counseling, skill building and support services to over 800 sexual minority youth. Its direct service impact is enhanced through technical assistance and training to approximately 500 SUN Service System, school and other direct service staff so that they may work more effectively with sexual minority youth. SMYS is part of the SUN Service System, a countywide integrated and coordinated system of care for school-aged youth and their families.

### Program Description

The SMYS program utilizes two primary strategies: 1) providing direct services and a safe place in which sexual minority youth can feel comfortable and participate in supportive services that reflect their unique needs (70% of the program); and 2) enhancing the understanding and skill levels of community providers to provide competent and relevant services to sexual minority youth (30% of the program).

Due to difficulties with family, peers and the broader community, sexual minority youth often experience isolation and stigmatization, resulting in higher rates of emotional distress, homelessness, school drop outs, suicide attempts, risky sexual behavior and substance abuse. This program provides a safe place for over 800 youth to go for support and services that are culturally relevant and responsive; it directly supports the operation and service delivery at the Sexual Minority Youth Resource Center. The program fosters increased school retention and success; last year 92% of youth served re-enrolled or remained in school. In addition to the direct service impact, nearly 97% of training participants reported an increased knowledge of SMY issues and competency in serving these youth.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of youth served in counseling and Resource Center services <sup>1</sup>	561	300	300	300
Outcome	% of youth accessing services at the SMYRC who remain in or re-enroll in school	87.0%	90.0%	90.0%	90.0%

### Performance Measure - Description

<sup>1</sup> Overperformance of target number due to high volume of youth who drop into the SMYRC, and contractor reports all of them to us, not just the amount we purchase.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Contracts	\$106,940	\$0	\$109,614	\$0
Total GF/non-GF:	\$106,940	\$0	\$109,614	\$0
Program Total:	\$106,940		\$109,614	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

\$109,614 - County General Fund

Significant Program Changes

Last year this program was: #25155, Services for Sexual Minority Youth

**Lead Agency:** County Human Services

**Program Contact:** Peggy Samolinski

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Bienestar de La Familia (Well-being of the Family) Social Services provides culturally specific and linguistically appropriate service to the growing Latino community of Multnomah County. the 4.4 FTE direct service staff provide case management, information and referral, service linkage, coordination, mental health assessment & counseling, alcohol and drug prevention and resource recruitment to address the needs of the Latino community.

### Program Description

Bienestar is unique because it provides immediate & multi-entry access to a wide range of basic services. Families experiencing complex, single or multiple issues that affect their ability to attain or maintain school success, healthy family functioning and self sufficiency receive solution focused intervention with some or all of these services: individual and family case management, service coordination, mental health supports (individual or group) and crisis intervention. These services ensure that basic needs are met for food, stable housing, energy assistance, parenting skills, employment, school completion, clothing, good physical and mental health.

The Bienestar team functions as a multi-disciplinary team with members from mental health/addictions, healthcare services (at the on-site health clinic) and our community partner, Hacienda CDC. The primary mission is to serve the Latino community. Due to increased demand and changing demographics in the surrounding community, the program recruits providers to serve the Somali community, Russian speaking families, and other diverse groups residing in the nearby housing complex and neighborhood who also seek Bienestar's services. The intent is that an array of culturally specific services be available on site.

The monthly Mercado (store) and food donation programs, provided on site, serve over 1,500 residents, immigrants and refugees a year. The anti-poverty programs promote self sufficiency through links with job training, energy assistance, housing and school support services. The program also initiates consultation and coordination efforts with other providers to build cultural competency among them and leads efforts to create community solutions.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of households served <sup>1</sup>	478	100	550	550
Outcome	Percentage of families whose needs were met	68.0%	75.0%	70.0%	75.0%
Output	Number of families who receive food to meet basic needs	1,879	1,825	1,825	1,870

### Performance Measure - Description

<sup>1</sup> Numbers served were underestimated for the current year due to a shift in the program model. Estimates for FY13 include the number served by additional FTE. Better recording of households and services has improved for this and subsequent years.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$599,072	\$0	\$551,513	\$0
Materials & Supplies	\$28,113	\$0	\$19,051	\$0
Internal Services	\$102,534	\$0	\$72,460	\$0
Total GF/non-GF:	<b>\$729,719</b>	<b>\$0</b>	<b>\$643,024</b>	<b>\$0</b>
Program Total:	<b>\$729,719</b>		<b>\$643,024</b>	
Program FTE	3.80	0.00	5.40	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

\$643,024 - County General Fund

**Significant Program Changes**

✔ **Significantly Changed**

**Last year this program was:** #25156A, Bienestar Social Services

Program offer includes funding and services for 1.6 FTE transferred from the Mental Health and Addiction Division FY 2012's Program Offer 25070-Bienestar Mental Health and Addiciton Services.

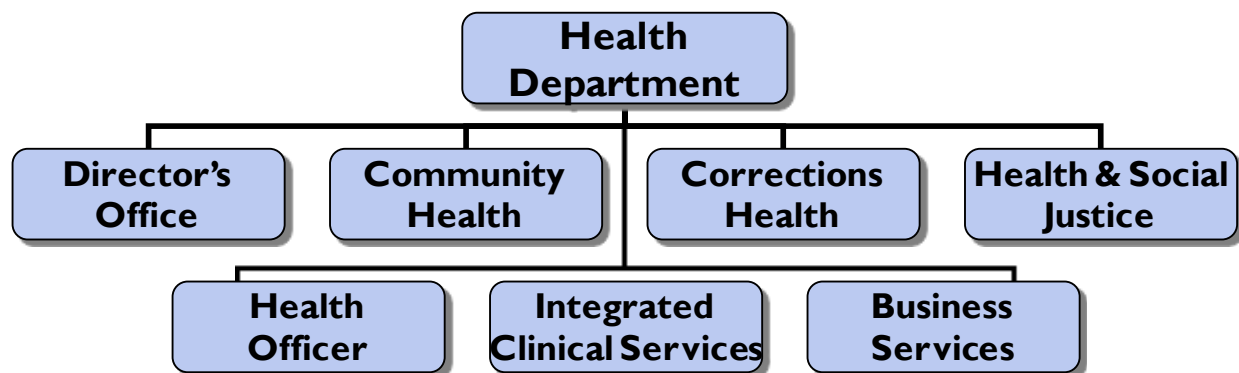
## Department Overview

The Multnomah County Health Department is guided by our vision of Healthy People in Healthy Communities. We seek to protect against threats to health, to ensure access to health care for Multnomah County residents, and to promote health. We do this by focusing our limited resources on creating policies that promote or protect the community's health; preventing the conditions that lead to illness and disease and by forming public and private partnerships to stretch our capacity to achieve our mission.

Our five-year strategic plan for FY 2010-2014 establishes our priorities for the FY 2013. The plan contains three goals with specific strategies for the next few years, they are:

1. To ensure all individuals, families and communities gain greater control of the factors that influence their health.
2. To improve the health of our diverse communities.
3. Be an adaptive, learning organization that serves as an effective and accountable local public health authority and provider of community health services.

Our day-to-day activities and work is central to the Department achieving its mission. These strategic activities are those which reflect new or enhanced goals; they are direct, focused and prioritized over our every day work; and they lay a pathway for us to measure and account for our progress over time. This plan guides our work, our budget decision-making, funding priorities, and trade-offs. It not only shapes what we do but how we do it.



### Budget Overview

The FY 2013 budget for the Health Department is \$160.4 million with 998.22 FTE. Slightly more than one-half, or \$85.6 million, of the budget comes from the County General Fund with the remaining \$74.8 million coming from Federal and State revenue, Medicaid and other medical fee revenue, and emergency response and ambulance fees. In FY 2012 a significant accounting change occurred, moving Federally Qualified Health Center (FQHC) wrap-around funds out of the Federal/State Fund and into the General Fund. In the FY 2013 Health Department budget, \$27.4 million dollars have been moved into the General Fund from the Federal/State Fund.

The FY 2013 Health Department budget has decreased 0.42%, or \$671,553, in total spending from the FY 2012 adopted budget. FTE have decreased from 1,004.94 in FY 2012 to 998.22 in FY 2013, a 0.67% decrease. A significant portion of the decrease in funding is due to expiring grants from the Federal American Recovery and Reinvestment Act (ARRA), specifically impacting Community Wellness and Prevention (40047).

Additionally, a number of changes occurring in the Integrated Clinical Services Division are impacting the budget. The Westside Health Clinic (40021) is ramping down operations, with a decrease in spending from FY 2012 of \$3.4 million and 28.52 FTE. The Southeast Health Clinic (40027) is expanding operations to include a primary care clinic, with an increase of \$1.3 million and 9.12 FTE. The Health Department is also expanding downtown with Dental Services – Downtown Dental (40017B), an increase of \$761,000 and 5.70 FTE. Additional information on the changes in these programs, as well as changes in other programs, can be found in the individual program offers.

<b>Budget Trends*</b>					
	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2012</b>	<b>FY 2013</b>	
	<b><u>Actual</u></b>	<b><u>Current Estimate</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Difference</u></b>
Staffing FTE	980.74	1,004.94	1,004.94	998.22	(6.72)
Personnel Services	\$97,647,595	\$101,353,790	\$103,711,312	\$105,713,205	\$2,001,893
Contractual Services	19,349,144	16,354,207	16,797,111	13,741,299	(3,055,812)
Materials & Supplies	41,993,213	40,528,971	40,527,542	40,909,908	382,366
Capital Outlay	447,332	1,053,365	0	0	0
<b>Total Costs</b>	<b>\$159,437,284</b>	<b>\$159,290,332</b>	<b>\$161,035,965</b>	<b>\$160,364,412</b>	<b>(671,553)</b>

\*Does not include cash transfers, contingencies or unappropriated balances.

## Successes and Challenges

Our key successes this year position us for continued success in 2013. We have supported our goals for a healthy community by focusing resources on high risk populations and allocating funds to support evidence based best practices. Chronic diseases are among the most prevalent, costly, and preventable of all health problems. Both our clinical delivery system and our public health community engagement and policy activities have prioritized and refocused activities into a more comprehensive approach to prevention work in the community and in individual encounters. We have evaluated our work processes in light of innovation, equity, quality and community involvement. We began using Lean process improvement tools to eliminate duplication and non-value in our delivery systems and to assure transparency of results both to our employees and our clients. We have maintained and enhanced our role to conduct and disseminate assessments focused on population health in our county and designed to provide important information on understanding health status, recognizing emerging trends, identifying risk factors both personal and environmental to guide programs and policy decisions.

Challenges for the coming year can be summed up under the heading: designing a robust County structure to confront the changes in Federal and State transformation efforts around financing and service delivery of medical care and public health. While we do not know exactly what the changes will be, we do know we will be expected to design and deliver our services and policies in a way that integrates and consolidates interventions to increase health impact, health outcomes, streamline programs and enhance accountability. We anticipate an influx of need for new services as more people are covered and inadequate reimbursement limits community providers beyond safety net services.

ARRA awards have totaled \$11.2 million over the last three years. The stimulus funding added medical provider teams at Mid-County, East-County and La Clinica, which has increased access to services. Capital improvement funding paid for remodeling and equipment at Northeast, Westside and the HIV clinic. Equipment and software for our six pharmacies automated prescription tracking and dispensing in conjunction with our conversion to electronic patient records. ARRA funding covered start-up costs and now Medicaid revenue for the services we provide covers the ongoing cost in the medical and dental clinics.

Now with ARRA funding coming to an end, our budget is shrinking. Grant programs are ending, Medicaid match rates are increasing, and fees and General Fund must shoulder the cost of new investments.

### Diversity and Equity

Our departmental diversity and equity programs and activities contribute to the countywide diversity and equity goals. Diversity and equity are threaded throughout departmental values, strategic plan, and program practices and objectives. As an example, our budgeting process includes several program pilots for applying an equity lens when making budgeting decisions. Departmental values and strategic plan provide a framework and road map for our work. The explicit departmental values around diversity and equity pertain to both employees and the community we serve: 1) We honor the diversity of the individuals and communities we serve and value their differing approaches to health and well-being. 2) We value a diverse staff and believe our staff should be selected with care, treated with respect, held accountable for their performance, and encouraged in their personal growth. Our strategic plan listed above specifically addresses diversity in several objectives and explicitly in goal #2 to improve the health of our diverse communities.

A primary focus on diversity and equity is also present in the work of our Diversity and Quality Team (DQT), Health Equity Initiative (HEI) and our Building Partnership Across Difference Initiative (BPAD). The core mission of the DQT is to monitor the progress of the Health Department's strategies around diversity, quality and equity. The group monitors, measures and makes recommendations regarding departmental policies, programs and initiatives and supports the development of an increasingly competent departmental workforce. The mission of the HEI is to eliminate the root causes of racial and ethnic inequities. BPAD is an employee-focused initiative which combines the disciplines of leadership development and diversity. It provides an opportunity for employees to practice building diversity partnerships. It will help us to achieve our goal of reducing health disparities and propel us closer to our mission of "Healthy People in Healthy Communities."

### Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
Director's Office	\$2,319,961	\$0	\$2,319,961	13.80
Community Health	19,721,362	24,742,401	44,463,763	268.14
Corrections Health	13,521,368	0	13,521,368	90.00
Health and Social Justice	2,531,768	2,000,150	4,531,918	29.60
Health Officer	4,098,139	1,220,683	5,318,822	27.46
Integrated Clinical Services	34,886,324	46,793,106	81,679,430	511.89
Business & Quality Services	<u>8,529,150</u>	<u>0</u>	<u>8,529,150</u>	<u>57.33</u>
<b>Total Health Department</b>	<b>\$85,608,072</b>	<b>\$74,756,340</b>	<b>\$160,364,412</b>	<b>998.22</b>

### Director's Office

The Health Department Director and Director's Office is responsible for providing leadership committed to the Health Department's vision of Healthy People in a Healthy Community; its mission is to ensure, promote and protect the health of Multnomah County residents; and to set its strategic direction to fulfill its mission.

The Director's Office leads and is responsible for a Department of more than 1,200 full and part time employees with more than \$160 million in State, County and Federally funded programs and services. The Director is the primary liaison to federal, state, county and local elected officials, the Community Health Council and County department leadership.

The members of the Department Leadership Team report to the Health Department Director and are responsible for leading the six major Divisions in the Health Department: Business Services, Community Health Services, Corrections Health, Health and Social Justice, Integrated Clinical Services, and the office of the Tri-County Health Officer.

The leadership team is responsible for the provision of quality best practice services; strategic partnerships; leadership and direction for public health issues; assurance that financial commitments are met; continuous improvement of service delivery systems; public health emergency preparedness and maintenance of a diverse and qualified workforce with high job satisfaction.

### Significant Changes

The Oregon Health Policy Board chartered the Oregon Health System Transformation Team at the request of Governor Kitzhaber. In FY 2012 Health Transformation has and continues to be a major focus for the Director's Office. According to the Oregon Health Authority, the purpose of Oregon Health Transformation is "to improve the health delivery system for Oregon Health Plan and Medicaid clients. The plan focuses on coordinated mental, physical, behavioral, and oral health to free up dollars trapped in an inefficient system, increase focus on prevention, and improve care." We are working across County departments, counties and private organizations such as hospitals to prepare and position ourselves for the transformation.

In FY 2012, the Health Equity Program Manager was given a two year assignment in the Chairs Office under the Office of Diversity and Equity. The Program Manager will oversee the roll out of the countywide Equity Lens. The Health Equity Initiative program activities and associated staff remained in the Directors Office under the Deputy Director.

### Community Health Services

Community Health Services (CHS) addresses public health issues through direct services, initiatives, policy interventions, and community partnerships. Our focus is on health equity, prevention, and health promotion. There are seven program areas: 1) Communicable Disease Services fulfills our mandate to limit the spread of reportable communicable diseases through timely identification, investigation, and treatment of infectious disease. 2) The Community Wellness and Prevention Program forms community partnerships and implements policy strategies to create conditions where county residents can have better health and reduce the burden of chronic disease. 3) Early Childhood Services works to ensure that basic health and developmental needs of mothers, infants and young children are met through programs for high risk pregnant women and newborns. 4) The Women, Infants and Children (WIC) Program supports breast feeding and provides developmental screenings, referrals and supplemental nutrition to young families. 5) Environmental Health Services protects the safety of our county by providing health inspections of licensed facilities, controlling vector-borne disease, and assuring healthy indoor environments. 6) The STD/HIV/Hepatitis C Program addresses sexually transmitted disease and those living with the chronic illness associated with these infections. Their Adolescent Health Promotion program helps adolescents reduce participation in risky sexual activities while building healthy relationships. 7) The Community Epidemiology Services Program provides core Public Health services (epidemiology, informatics, communications, quality improvement) to all CHS programs.

### Significant Changes

The Early Childhood Services (ECS) program is positioning to respond to changes and opportunities coming with health system transformation (CCOs) and the expansion of patient-centered primary care medical homes. Services will include both evidence-based home visiting models focusing on interventions with first birth families, as well as more community-based services with a continued focus on health disparities. Significant reductions and changes in revenue streams will be addressed using alternate resources where possible. An example is the addition of 2.00 Healthy Start Family Support Workers focused on teens of color (funded through a new federal Home Visiting grant).

The Adolescent Health Promotion program has entered into a 3 year contract with NW Family Services to provide a Healthy Relationship curriculum to 3,000 high school students. This program is also receiving new federal funding to implement a Latina teen pregnancy prevention curriculum.

WIC has started a program that enlists pregnant WIC clients to participate in monthly group meetings facilitated by a trained Breast Feeding Peer Counselor. The goal is to significantly increase breast feeding duration.

Community Wellness and Prevention has funds through the "Communities Putting Prevention to Work" grant which will ramp down during FY 2013, resulting in program changes. The CPPW funding was meant to catalyze two years of intensive health promotion activities and job creation across the county. The program is working to maintain community partnerships and prevention activities addressing healthy active living despite reduced resources.

### Corrections Health

The Corrections Health program meets mandated standards that assure access to care, safeguards the health of those who are in detention and controls the legal risk to the County. A wide variety of health care services are in place to meet the urgent needs of detained adults in the Multnomah County Detention Center (MCDC) and the Multnomah County Inverness Jail (MCIJ) and youth in the Donald E. Long Home.

From first entering the jail at booking until being released or transferred to another jail, prison or US Marshal custody; professionally trained health care personnel provide around-the-clock health evaluation, illness identification and treatment services for over 38,000 adults a year. Over 60% have serious, unstable and chronic health conditions, such as diabetes, kidney failure, infections, alcohol/drug withdrawal and major mental /behavioral illnesses. Communicable disease screening and isolation are key to keeping employees, visitors and detainees safe. Stabilizing health conditions allows detainees to participate in their legal cases, which is their right as a citizen.

At the juvenile facility, licensed nursing staff provides services 16 hours a day, including screening, symptom evaluation and treatment for over 2,000 youth per year. More than 35% of the youth are receiving mental health treatment including medications. Health promotion and sexually transmitted disease (STD) treatment are a focus for the youth to improve their health and lower the rate of STD transmission once they return to the community. Healthy transition from jail to the community is a focus of our work.

### Significant Changes

In FY 2013 Corrections Health plans to continue strengthening its focus on quality, efficiency, and cost containment. Efforts to support this work have been ongoing through FY 2012 (and prior). For example:

- During FY 2012, the Corrections Health program received a site survey and evaluation by the National Commission on Correctional Health Care (NCCHC) accreditation, a nationally recognized measure of quality health care delivery. Corrections Health received accreditation in March 2012.
- Corrections Health has successfully collaborated with the Sheriff's Office to conduct an 8 hour class for deputies on suicide prevention, as well as monthly joint meetings to discuss suicide prevention strategies employed at the jails.
- An implementation team was chartered to launch Electronic Health Records at both adult jail sites. The new electronic records will go-live before the end of 2012.
- Program staff are working closely with Community Health Partners, a utilization management service that was contracted with to help the program lower its cost of outside hospital and diagnostic services by managing outside appointments and monitoring claims.



### Health and Social Justice

The mission of the Office of Health and Social Justice (HSJ) is to increase departmental and community capacity to promote health, health equity and social justice. HSJ provides leadership in the use of health promotion tools and policies; designing, funding and implementing health programs; informing the community of the health status of Multnomah County residents and assuring accountability through program evaluation. HSJ addresses three broad areas of work: Health Assessment, Planning and Evaluation, Health Promotion and Community Capacity Building, and Program and Fund Development.

The combination of four HSJ program areas brings together expertise in health promotion and social justice, community health assessment, health impact assessment, policy analysis, fund and program development and program evaluation. Locating these programs together in the Director's Office allows for greater collaboration across disciplines and increases their ability to support and influence the organization across organizational boundaries.

### Significant Changes

During FY 2012, organizational changes within the Department resulted in a restructuring of the Health Equity Initiative. The Health Equity Initiative now sits under the Deputy Director. Though no longer a program within HSJ, the Health Equity Initiative remains within the Director's Office and collaboration with HSJ programs will continue.

### Health Officer

Oregon Revised Statutes (ORS) 431.418 require each local health department to employ or contract with a physician to serve as County Health Officer. The Office of the Health Officer provides physician consultation, technical direction and leadership to support public health activities and clinical services. The Health Officer is also responsible for these operating programs:

- Tri-County Health Officer (40002) provides public health physician consultation, technical direction, and leadership for Multnomah, Clackamas, and Washington counties. These activities focus on improving the consistency and quality of public health services in the Tri-County area.
- Emergency Medical Services (EMS) (40004) coordinates, regulates, and improves the quality of ambulance and other pre-hospital medical services for people experiencing a medical emergency, and provides physician medical direction to all EMS responders in the County.
- Public Health & Regional Health System Emergency Preparedness (40005) assure the Health Department and the community is prepared to manage the public health aspects of emergencies (e.g., disease investigation and mass vaccination), and that health care delivery providers in the six-county NW Oregon region are prepared to provide effective medical care in the face of emergencies with large and complex health impacts.
- Medical Examiner (40052) establishes the cause and manner of deaths which occur under specific circumstances in Multnomah County, notifying next of kin, and temporarily protecting the property of the deceased.

### Significant Changes

In FY 2013 budgeting for the Emergency Medical Services (EMS) Program will be moved to the County General Fund to meet revised accounting standards included in GASB 54. Franchise fees along with performance penalties ("fines") levied against the ambulance contractor per provisions of the franchise agreement will both become part of the general fund. Work is ongoing to ensure that accounting methods produce the results contemplated in the contractual framework: a) ensuring that penalties retain their financial consequences for the contractor, and b) applying fine revenues to support EMS system enhancements.

### Integrated Clinical Services

Integrated Clinical Services (ICS) provides quality health services for people who experience barriers to accessing health care. Culturally appropriate clinical services provided by ICS link physical and behavioral health and social services for the poor, uninsured and homeless populations. Services include dental and medical care, disease management for chronic illness, specialized care for HIV positive individuals, behavioral health, family planning, prenatal care, and preventive services such as well child health care. Integrating these personal health care services provides clients with continuity of care; improves quality and operational efficiencies; and maximizes opportunities with grants and programs for special populations.

Clinical services are provided in seven primary care clinic sites. Oral health and prevention services provided through five dental clinics provide much needed access to dental care for children and adults. Thirteen School Based Health clinics (SBHCs) provide primary care services to adolescents in the schools and from surrounding community.

Integrated Clinical Services is well positioned to participate in health transformation efforts happening now in Oregon. The success of our Building Better Care initiative (the name of our patient centered medical home/quality improvement initiative) aligns with the framework adopted to improve quality and reduce costs. In 2012 Primary Care, Dental, SBHCs and Early Childhood services served approximately 69,700 people in 300,000 encounters.

### Significant Changes

In FY 2012 Primary Care was recognized by the Oregon Primary Care Association for excellence in service and programming developed to improve management of Chronic Diseases. Primary Care was certified by the Joint Commission (JCAHO) as a "Patient Centered Medical Home" and was recognized by the Oregon Health Authority as a Tier 3 Patient-Centered Primary Care Home, the highest achievement for person-centered primary care health centers in Oregon.

In an effort to provide additional supportive services to the homeless population, Westside Health Center is working with downtown providers to provide options for our clients to establish new medical homes at sites closer to where they live and offering more services (housing, A&D treatment, etc.).

The opening of two new clinics is planned for FY 2013. A new dental clinic located at Central City Concern will provide high quality, affordable urgent and comprehensive oral health services for low income individuals, and a primary care clinic at the Southeast Health Center will provide comprehensive, culturally competent services for residents of Southeast Portland.

Corrections Health received accreditation through the National Commission on Correctional Health Care. Corrections Health will also implement electronic medical records in an effort to reduce costs and improve quality. Dental clinics spent FY 2012 preparing for Electronic Dental Records and will implement a new system in FY 2013.

### Business and Quality Services

The Division of Business and Quality Services includes Workforce Development, Human Resources, and Training services for more than 1,200 full/part time permanent and temporary employees. The Budget, Accounting, Financial and Contracting services manage all financial activity for a \$160 million organization. They are liaisons for the Department with the Department of County Management, coordinating the provision of services such as IT, Facilities and Fleet services.

Workforce Development, Human Resources and Training is committed to meeting customer needs by providing guidance and consultation in the areas of administrative procedures, recruitment, employee/labor management issues, management competency, labor contract interpretation, and legal compliance. This is achieved by applying business best practices; being proactive and collaborative with key stakeholders, partners, and having reliable data and information to measure results and quality performance.

Business Services - Accounts Payable, Contracts and Purchasing Services and Support teams along with the Accounting, Financial, and Medical Billing teams, are responsible for providing all payments, grant accounting, budget development and monitoring, medical billing and client collection services for the Health Department. We strive to do this in a manner which supports and advances the strategic initiatives and mission of the Department and County.

### Significant Changes

The Business Services Accounting, Financial and Medical Billing services structure and staffing have not changed significantly for FY 2013. Human Resources and Training have a small increase in limited duration positions in response to an increased demand for staffing to support achieving departmental performance standards and meeting Public Health accreditation standards, which includes assuring a technically and culturally competent public health workforce.

Business and Quality is poised to quickly respond once State and Federal reform, Medicaid transformation and the Early Childhood system redesigns begin to take shape. These initiatives will have a significant impact on how we obtain compensation for our services, how we document and substantiate those services, our contractual relationships with other systems, and what type, classification and training the Department will need to staff the new model.

# Health Department

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## Health Department

The following table shows the programs by division that make up the departments total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Director's Office</b>					
40000	Health Department Leadership Team	\$1,631,435	\$0	\$1,631,435	7.00
40003	Health Department Leadership Administrative Support	688,526	0	688,526	6.80
<b>Community Health</b>					
40007	Health Inspections & Education	3,347,801	22,715	3,370,516	26.70
40008	Vector-Borne Disease Prevention and Code Enforcement	1,316,689	0	1,316,689	10.50
40009	Vital Records	2,181	631,622	633,803	5.70
40010	Communicable Disease Prevention and Control	2,284,250	1,253,748	3,537,998	28.18
40011	STD/HIV/Hep C Community Prevention Program	2,671,548	1,177,725	3,849,273	24.95
40012	Services for Persons Living with HIV	402,589	6,325,574	6,728,163	29.16
40013A	Early Childhood Home Based Services	3,697,347	3,314,780	7,012,127	32.95
40013B	Early Childhood Home and Community Based Services	2,587,223	2,487,448	5,074,671	31.80
40014	Immunizations	199,784	3,876,336	4,076,120	3.85
40015	Lead Poisoning Prevention	21,101	137,000	158,101	0.90
40018	Women, Infants and Children (WIC)	1,238,406	3,140,831	4,379,237	40.55
40025	Adolescent Health Promotion	298,936	396,206	695,142	6.55
40037	Environmental Health Education, Outreach & Housing	632,053	604,794	1,236,847	7.95
40047	Community Wellness and Prevention	419,667	1,373,622	1,793,289	14.00
40048	Community Epidemiology	601,787	0	601,787	4.40

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Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Corrections Health</b>					
40049	Corrections Health Juvenile Detention, Admissions and Housing	811,336	0	811,336	4.70
40050A	Corrections Health MCDC	3,457,386	0	3,457,386	23.70
40050B	Corrections Health MCDC Clinical Services and 4th Flr Housing	2,933,553	0	2,933,553	16.40
40050C	Corrections Health MCDC Housing Floor 5, 6, 7 & 8	1,416,748	0	1,416,748	11.40
40051A	Corrections Health MCIJ Base Services and Clinical Services	2,324,232	0	2,324,232	15.70
40051B	Corrections Health MCIJ General Housing Dorms 4 - 11	1,316,105	0	1,316,105	10.10
40051C	Corrections Health MCIJ Dorms 12-18 Including Infirmary	1,262,008	0	1,262,008	8.00
<b>Health and Social Justice</b>					
40035	Health Assessment, Planning and Evaluation	1,492,984	1,732,150	3,225,134	18.90
40038	Health Promotion & Community Capacity Building	613,366	268,000	881,366	6.80
40045	Health Equity Initiative (Racial Justice Focus)	425,418	0	425,418	3.90
<b>Health Officer</b>					
40002	Tri-County Health Officer	234,530	375,000	609,530	2.80
40004	Ambulance Services (EMS)	1,814,776	0	1,814,776	5.40
40005	Public Health and Regional Health Systems Emergency	0	727,451	727,451	4.60
40030	Medical Directors (Physician, Nurse Practitioner and Nursing)	1,031,318	118,232	1,149,550	5.46
40052A	Medical Examiner's Office	943,995	0	943,995	9.00
40052B	Medical Examiner	73,520	0	73,520	0.20

# Health Department

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Integrated Clinical Services</b>					
40016	Medicaid/Medicare Eligibility	289,432	1,022,277	1,311,709	13.40
40017A	Dental Services	7,385,412	6,767,717	14,153,129	93.85
40017B	Dental Services -- Downtown Dental	524,023	236,965	760,988	5.70
40019	North Portland Health Clinic	1,864,919	2,382,123	4,247,042	29.40
40020	Northeast Health Clinic	2,607,838	3,118,355	5,726,193	39.60
40021	Westside Health Clinic	648,889	1,429,006	2,077,895	6.98
40022	Mid County Health Clinic	5,556,121	5,138,943	10,695,064	70.20
40023	East County Health Clinic	4,864,552	4,323,580	9,188,132	63.10
40024	School Based Health Centers	3,346,446	2,239,363	5,585,809	34.89
40026	La Clinica de Buena Salud	737,587	1,164,973	1,902,560	11.40
40027	Southeast Health Clinic	856,558	461,725	1,318,283	9.12
40029	Rockwood Community Health Clinic	1,809,598	2,366,034	4,175,632	29.90
40031	Pharmacy	0	13,183,400	13,183,400	44.25
40032	Lab, X-Ray and Medical Records	3,028,699	0	3,028,699	27.60
40033	Primary Care and Dental Access and Referral	650,838	588,240	1,239,078	11.50
40034	Quality Assurance	475,820	2,370,405	2,846,225	19.70
40036	Community Health Council and Civic Governance	239,592	0	239,592	1.30
<b>Business and Quality Services</b>					
40039	Business and Quality - Human Resources and Training	2,280,243	0	2,280,243	17.23
40040	Business and Quality - Accounting and Financial Services	3,178,333	0	3,178,333	27.10
40041	Business and Quality - Medical Billing	<u>3,070,574</u>	<u>0</u>	<u>3,070,574</u>	<u>13.00</u>
<b>Total Health Department</b>		<b>\$85,608,072</b>	<b>\$74,756,340</b>	<b>\$160,364,412</b>	<b>998.22</b>

**Lead Agency:** Health Department

**Program Contact:** SHIRLEY Lillian

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Members of the Health Department's Leadership Team are the Department Director, Deputy Director, the Health Officer, Directors of Business Services, Human Resources & Workforce Development, Health and Social Justice, Community Health Services, Public Health & Community Initiatives, Integrated Clinical Services, and the Director of Nursing Practice.

### Program Description

DLT is responsible for systems-based integration of health services and operations to provide quality best practice services; strategic partnerships; leadership and direction for public health issues; assurance that financial commitments are met; continuous improvement of service delivery systems; public health emergency preparedness and maintenance of a diverse and qualified workforce with high job satisfaction. The Director's Office is responsible for leadership committed to the Health Department's mission, vision, values and strategic objectives and is the primary liaison to federal, state, county and local elected officials, the Community Health Council and County department leadership. The Health and Social Justice Director is responsible for partnerships which support health disparity reductions and creates links within community systems. The Director supervises programs that provide best practices and timely health information and education to County, communities, policy makers and citizens. The Community Health Services (CHS) Director supervises communicable and environmentally influenced disease programs and services for families with young children and Oregon Health Plan enrollment, and is responsible for partnerships with CDC, State, Conference of Local Health Officials, businesses and citizens. The Senior Advisor of Public Health and Community Initiatives oversees efforts related to developing, implementing, monitoring and maintaining policies that support outreach and delivery of culturally appropriate services, and coordinates with programs that work cross functionally to support the health prevention needs of all communities, and evaluates the quality of services and the impact of policy changes on community perception. The Integrated Clinical Services (ICS) Director is responsible for developing and maintaining strategic external (hospital systems, health insurance systems, state, and community) and internal partnerships; providing leadership for the efficient and cost-effective performance of a complex integrated clinical delivery system; and working with community, state and federal agencies to ensure access to high quality clinical care.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Increased access to Health Dept. services as measured by # of clients served.	157,483	177,600	177,600	177,600
Outcome	Annual Federal and State resources \$ leveraged for services.	109,000,000	105,000,000	103,000,000	102,000,000
Output	Number of business related/professional "all staff" Dept communications	84	55	85	85

### Performance Measure - Description

Our ability to serve increasing numbers of uninsured clients is dependent on the availability of general fund or grant revenue to cover the cost of their care.

Note: 4REAL federal grant funding ended in Sept. 2010. This led to a drop of 13,732 clients seen in the Adolescent Health Program for FY 2011. The Dental Education program also had a decrease. However, with the re-opening of the Southeast Health Center, the addition of provider teams at Rockwood and Mid-County Health Centers, and the restructuring of the 4REAL program including three year contract funding from Northwest Family Services will most likely result in an overall increase in the number of clients served by the Health Department.

Business related/professional "all staff" Dept communications = Notes from the Director, brown bags, all health emails.



### Legal/Contractual Obligation

ORS 431.418 Local public health administrator (1) Each district board of health shall appoint a qualified public health administrator or supervise the activities of the district in accordance with law. (2) Each county governing body in a county that has created a county board of health under ORS 431.412 shall appoint a qualified public health administrator to supervise the activities of the county health department in accordance with law.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,138,510	\$0	\$1,162,160	\$0
Contracts	\$108,596	\$0	\$89,300	\$0
Materials & Supplies	\$232,637	\$0	\$231,845	\$0
Internal Services	\$143,375	\$0	\$148,130	\$0
Total GF/non-GF:	<b>\$1,623,118</b>	<b>\$0</b>	<b>\$1,631,435</b>	<b>\$0</b>
Program Total:	<b>\$1,623,118</b>		<b>\$1,631,435</b>	
Program FTE	7.00	0.00	7.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

Health Department Leadership Team is funded with \$723,925 county general fund and \$907,510 county general fund indirect revenue.

### Significant Program Changes

Last year this program was: #40000, Health Department Leadership Team

**Lead Agency:** Health Department

**Program Contact:** OXMAN Gary L

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Office of the Tri-County Health Officer provides public health physician consultation, medical direction, and leadership to health department administrators, program staff and community partners. This cooperative effort of the metro-county health departments is intended to:

- (1) Improve the consistency and quality of public health services in the three counties,
- (2) Increase learning and collaboration across the counties, and
- (3) Improve the quality, efficiency and effectiveness of health officer services, both as a region and for individual counties.

### Program Description

The Tri-County Health Officer Program (TCHO) provides medical consultation, technical counsel, and leadership by three public health physicians to Multnomah, Clackamas and Washington County Health Departments and their respective community partners. Historically, each of the three counties employed or contracted with an individual to serve as County Health Officer. Through IGA's with Clackamas and Washington county health departments, the TCHO is better able to provide high quality health officer services, and maximize the departments' relatively small amount of public health physician resources more effectively and efficiently. In Multnomah County for example, the TCHO: (1) participates in enforcement of public health laws; (2) supervises select public health programs; (3) works with department staff, other county agencies, and community groups to manage critical public health problems; and, (4) participates in department administration.

The program supports Multnomah County Health Department's goals (i.e. goal #3) by providing effective and accountable local public health practice leadership and medical direction that result in quality clinical and health promotion programs. In the current fiscal year, through the joint efforts of the TCHO, health officer program staff were able to provide leadership on chronic disease prevention programs, address issues of communicable disease control, and advise county and department staff on individual case management for communicable diseases.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Contract deliverables are met by the end of fiscal year.	85.0%	85.0%	90.0%	90.0%
Outcome	County stakeholders express satisfaction in program delivery and results.	90.0%	90.0%	98.0%	98.0%

### Performance Measure - Description

The satisfaction of key customers with Health Officer services is a critical measure of program success. The TCHO program team meets monthly with stakeholders, both health department administrators and public health staff, and provide regular updates to health department administrators on the progress of workplan deliverables. Department administrators meet regularly with health officers to provide feedback on service delivery, program satisfaction, and progress of individual workplan items.

The TCHO program assures completion of agreed-upon deliverables. Contract deliverables for FY13 will be negotiated and finalized by July 1, 2012. These will provide guidance for work priorities and program activities.

### Legal/Contractual Obligation

ORS 431.418 requires counties to employ or contract with a physician to serve as County Health Officer. IGA's with Clackamas and Washington counties specify Health Officer services that Multnomah County is required to provide, as well as expected outcomes and evaluation measures.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$253,069	\$297,548	\$210,858	\$326,605
Contracts	\$3,500	\$0	\$3,334	\$0
Materials & Supplies	\$6,764	\$12,569	\$5,648	\$6,512
Internal Services	\$31,076	\$37,401	\$14,690	\$41,883
Total GF/non-GF:	<b>\$294,409</b>	<b>\$347,518</b>	<b>\$234,530</b>	<b>\$375,000</b>
Program Total:	<b>\$641,927</b>		<b>\$609,530</b>	
Program FTE	1.00	1.90	0.80	2.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$20,764	\$0	\$23,259	\$0
Intergovernmental	\$0	\$347,518	\$0	\$375,000
<b>Total Revenue:</b>	<b>\$20,764</b>	<b>\$347,518</b>	<b>\$23,259</b>	<b>\$375,000</b>

### Explanation of Revenues

Clackamas and Washington counties meet their ORS 431.418 requirements for health officer services through IGA's with Multnomah County. These IGA's are revenue agreements. Contractual revenues of \$375,000 (FY12-13) cover the full cost to provide services to Clackamas and Washington counties. Multnomah County General Funds of \$234,530 cover the cost to provide services in Multnomah County.

### Significant Program Changes

Last year this program was: #40002, Tri-County Health Officer

**Lead Agency:** Health Department

**Program Contact:** SHIRLEY Lillian

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program pools administrative support to the Department's senior leadership team under one supervisor, so staff and resources can be shared and responsive.

### Program Description

By coordinating workloads and cross-training, this team reduces duplication of effort and increases effectiveness of administrative support to leaders and program staff. A single point of supervision and leadership provides consistent performance expectations and evaluations. Team members provide staffing, scheduling, meeting/event preparation, technical support, minutes and project support for the Department Director, Deputy Director, Director of Nursing Practice, Public Health and Community Initiatives Executive Advisor, Health Officer, Health and Social Justice Program Manager Senior, Community Health Services Program Manager Senior, Business Services Program Manager Senior and their managers. Team members provide general office services, such as copying, travel and training, time and attendance records (TARS) entry, supply ordering, mailings, mail distribution, telephone, computer programs, minutes, surveys, operation of the Department's main telephone lines and front office reception on the Director's floor. This program offer supports the Health Department's Leadership Team's ability to achieve accountability, to manage resources and service delivery costs effectively, to evaluate and streamline delivery of service and County operations, and to provide reliable information for decision making, improving and reporting results.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	% of projects completed on time with an error rate not to exceed 3%.	90	88	90	90
Outcome	Annual satisfaction rating by Department Leadership Team on scale of 1 to 10.	8	6	8	8

### Performance Measure - Description

Survey of Department Leadership members conducted at end of fiscal year will meet or exceed 8 (on a scale of 1-10).

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$594,674	\$0	\$501,034	\$0
Contracts	\$10,146	\$0	\$65,000	\$0
Materials & Supplies	\$51,081	\$0	\$51,541	\$0
Internal Services	\$55,358	\$0	\$70,951	\$0
Total GF/non-GF:	<b>\$711,259</b>	<b>\$0</b>	<b>\$688,526</b>	<b>\$0</b>
Program Total:	<b>\$711,259</b>		<b>\$688,526</b>	
Program FTE	7.80	0.00	6.80	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

Health Department Leadership Administrative Support is funded by \$305,523 county general fund and \$383,000 county general fund indirect revenue.

**Significant Program Changes**

**Last year this program was:** #40003, Health Department Leadership Administrative Support

The decrease in FTE is the result of a transfer of an 1.0 FTE Administrative Specialist to Business Services. Contractual expenditures were increased for strategic planning.

**Lead Agency:** Health Department

**Program Contact:** Darrell Knott

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Emergency Medical Services (EMS), plans, regulates, coordinates, and provides medical supervision and quality assurance for all pre-hospital emergency care provided by an exclusive ambulance contractor and the fire departments in the County.

### Program Description

The EMS program has five major functions: 1) The emergency ambulance contract: Emergency ambulance service is provided through an exclusive franchise agreement with a single ambulance company. This is a performance contract; the EMS program administers the contract and assures that performance criteria are met. 2) Medical supervision: The EMS Medical Director supervises all medical care provided by 911 dispatchers, paramedics, EMTs and first responders. Immediate medical advice for responders is provided via radio by OHSU under the supervision of the EMS Medical Director. 3) Quality of Service: MCEMS defines the quality of emergency medical services provided to the citizens of Multnomah County). Components of quality include: (a)the types of emergency medical response, (b)the configuration of the response, (c)the timing of the response, (d)the integration with other health services (i.e. hospitals/ primary care providers).

MCEMS uses the process of Continuous Quality Improvement (CQI) to monitor the quality of service: The EMS Program coordinates a data-driven approach to improve the EMS system service quality. The program gathers, maintains, and analyzes data on patient care and outcomes necessary for the CQI process. Results are used for planning, improving operations and the quality of pre-hospital patient care. 4) The EMS program regulates all ambulance business in the County in accordance with the ambulance ordinance, MCC 21.400. This includes licensing, inspections, review of operations, and supervision of medical care. 5) Coordination of medical first response and medical dispatch: 9-1-1 Dispatch is provided by the City of Portland Bureau of Emergency Communication. The Fire departments of Portland and Gresham, Portland International Airport and volunteer fire districts throughout the County provide first response.

MCEMS coordinates medical supervision, medical protocols, public safety medical communications, major event planning, and medical equipment specifications. The Program's visibility within public safety contributes to citizens feeling safe. The EMS Program ensures that timely medical response is available to all County residents and visitors experiencing a medical emergency. The program emphasizes collaborative coordination of services provided by multiple public and private agencies.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Ambulance response times - 8 min. 90% of calls	90.1%	90.0%	89.8%	90.0%
Outcome	Cardiac arrest survival to hospital	28.0%	35.0%	31.0%	32.0%
Quality	Cardiac arrest survival to hospital discharge	14.5%	12.0%	11.0%	10.0%

### Performance Measure - Description

The major contract performance measure is the percentage of urban emergency calls in which the ambulance arrives on scene in 8:00 minutes or less. The method for computing this percentage has changed, potentially resulting in a figure of <90.0% even when the ambulance provider meets contract requirements.

One of the best and most common measurements for EMS medical quality measures is the use of outcomes of patients presenting in cardiac arrest. Cardiac arrest survival demonstrates how quickly and effectively EMS responds and stabilizes patients in the field. It requires an integrated response system to achieve good patient outcomes including access to 911, bystander CPR, timely first response and EMS transport, and effective hospital resuscitation. This single benchmark is one of the best measurements of the overall quality and integration of the EMS system in the community and the health system. These medical outcomes are benchmarked against other communities. Current year estimates of cardiac arrest survival are best estimates with the data available.

"Cardiac arrest survival to hospital discharge" data was previously obtained from the Resuscitation Outcome Consortium study. For logistical reasons, Multnomah County EMS (MCEMS) no longer participates in the ROC study, and thus does not have ROC data. MCEMS has obtained preliminary data directly from hospitals. This data is incomplete but was used for estimation of the current year (FY11-12) hospital discharge outcomes.

## Legal/Contractual Obligation

The County is responsible under ORS 682 to have an Ambulance Service Area Plan. It is the County's choice as to how much to invest to achieve this mandate.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$674,327	\$728,573	\$0
Contracts	\$0	\$693,875	\$737,363	\$0
Materials & Supplies	\$0	\$205,064	\$270,295	\$0
Internal Services	\$0	\$218,586	\$78,545	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$1,791,852</b>	<b>\$1,814,776</b>	<b>\$0</b>
Program Total:	<b>\$1,791,852</b>		<b>\$1,814,776</b>	
Program FTE	0.00	5.20	5.40	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$107,008	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$957,681	\$975,486	\$0
Intergovernmental	\$0	\$562,000	\$612,290	\$0
Other / Miscellaneous	\$0	\$272,171	\$227,000	\$0
<b>Total Revenue:</b>	<b>\$107,008</b>	<b>\$1,791,852</b>	<b>\$1,814,776</b>	<b>\$0</b>

## Explanation of Revenues

All costs of the program are recovered from licenses, fees and reimbursement for supplies and training for other jurisdictions. The fees are established and collected through revenue agreements with American Medical Response (AMR) and other jurisdictions in Multnomah County. The fines fund system improvements for EMS providers.

Ambulance licenses: \$28,500

Franchise Fee: \$846,986

Supply and joint training reimbursements: \$839,290

Fines: \$100,000

## Significant Program Changes

Last year this program was: #40004, Ambulance Services (EMS)

**Lead Agency:** Health Department

**Program Contact:** OXMAN Gary L

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

Preparing for and responding to emergencies with widespread or severe health impacts requires multi-agency, multijurisdictional, and public/private sector collaboration. Two Health Department programs contribute to this: 1) Public Health Preparedness assures that we can carry out the County's unique public health responsibilities in an emergency; 2) Regional Health System Emergency Preparedness assures that hospitals and other health care providers in the 6-county NW Oregon region have a proven capacity to care for victims of large scale emergencies. Both programs apply the National Incident Management System (NIMS) framework and coordinate with the County's Office of Emergency Management.

### Program Description

Responding to emergencies with severe health impacts (e.g., natural disasters, severe epidemics/pandemics, terrorist attacks) requires coordinated action to 1) focus the response on priority needs, and 2) effectively leverage resources of government, private healthcare providers, and non-profit organizations. This offer assures public and private health preparedness. Public health preparedness includes: 1) emergency plans and protocols linked to the County's Emergency Response Plan; 2) a trained and exercised Health Department Incident Management Team; 3) exercises to test and refine plans and capacities, and 4) plans to increase capacity for key public health functions (e.g., epidemiology capacity to investigate, and analyze an emergency's health impacts). The Advanced Practice Center (APC) project continues to refine its national benchmarks for just-in-time staff training for mass prophylaxis and disease investigation operations by updating complementary APC tools. Regional Health System Emergency Preparedness facilitates healthcare delivery system preparedness in Multnomah, Clackamas, Washington, Columbia, Tillamook and Clatsop counties, and coordinates planning with SW Washington. It assures that hospitals, clinics, and other providers are prepared to respond in an effective and coordinated manner. The program 1) ensures that hospitals and other providers develop and exercise plans to increase the number of patients they can serve; 2) creates regional plans to coordinate public/private response; 3) develops regional capacities to address communication and other critical support needs; and 4) develops regional capacities to manage specific health impacts (e.g., pandemic influenza). The programs utilize coordination and collaboration to develop effective governmental and private sector health response capacities in the county and region. This program offer relates to the Climate Action Plan items 17-1, 17-2, and 17-3 specifically as it relates to piloting a new CDC State PH-Hazard Vulnerability Assessment related to climate change, and as a key stakeholder in adaptation planning. Minimum resources are available for this participation.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of Incident Mgmt team members trained & annually exercised	90	240	220	240
Outcome	Score on Centers for Disease Control's technical assistance review	90.0%	90.0%	98.0%	90.0%
Outcome	Improved health emergency response	100.0%	95.0%	95.0%	95.0%
Quality	Program satisfaction	100.0%	95.0%	95.0%	95.0%

### Performance Measure - Description

- 1) Output: # of Incident Mgmt team members trained & annually exercised (team expanded from ~90 to 240).
- 2) Outcome: Score on Centers for Disease Control's technical assistance review.
- 3) Outcome: Regional stakeholders expressing program has improved health emergency response abilities.
- 4) Quality: Regional stakeholders' satisfaction with program activities based on Likert scale.



## Legal/Contractual Obligation

ORS 431 and 433 empower the County and Health Department to supervise matters related to preserving the life and health of the people of the County. An IGA with the Oregon Health Authority (Public Health Division) specifies requirements for public health preparedness activities supported with federal CDC funds. A contract with the National Association of County and City Health Officials (NACCHO) specifies requirements for the APC project. A separate IGA with Oregon Health Authority guides regional health system preparedness goals and activities supported with federal US Dept. of Health and Human Services funds. Both sources of Federal funds are dedicated to emergency preparedness, and cannot supplant other funding or be used to build general public health capacities.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$651,359	\$0	\$529,313
Contracts	\$0	\$5,500	\$0	\$23,459
Materials & Supplies	\$0	\$37,209	\$0	\$24,322
Internal Services	\$0	\$158,044	\$0	\$150,357
Total GF/non-GF:	<b>\$0</b>	<b>\$852,112</b>	<b>\$0</b>	<b>\$727,451</b>
Program Total:	<b>\$852,112</b>		<b>\$727,451</b>	
Program FTE	0.00	6.26	0.00	4.60
<b>Program Revenues</b>				
Indirect for dep't Admin	\$51,025	\$0	\$45,118	\$0
Intergovernmental	\$0	\$852,112	\$0	\$727,451
<b>Total Revenue:</b>	<b>\$51,025</b>	<b>\$852,112</b>	<b>\$45,118</b>	<b>\$727,451</b>

## Explanation of Revenues

State Public Health Emergency Preparedness is supported by Federal Centers for Disease Control (CDC) funds received via Oregon DHS. Additional funds from the CDC are passed through to Multnomah County from NACCHO to support the APC project; the project may not be funded beyond September 2012. Regional Health System Emergency Preparedness is funded by the US Dept. of Health and Human Services via the Oregon Health Authority.

State Public Health Emergency Preparedness and Cities Readiness Initiative: \$346,400

NACCHO Medical Reserve Corp and Advance Practice Center: \$85,694

State Health Preparedness: \$295,357

## Significant Program Changes

**Last year this program was:** #40005, Public Health and Regional Health Systems Emergency

The three year Advanced Practice Center (APC) grant is ending September 30, 2012, resulting in the reduction in FTE and other revenue in this program offer. This grant funded the development of public health preparedness tools for some 2,500 local health authorities. The department was one of only eight APCs in the nation and acted as a laboratory for the development of public health tools. We will continue to reap the benefits of this investment even after the grant ends.

**Lead Agency:** Health Department

**Program Contact:** WICKHAM Lila A

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This fee-supported program reduces risk to County residents and visitors from disease and injury by investigating food and waterborne disease, educating the public about food safety, and performing routine inspections of licensed facilities (restaurants, swimming pools, hotels, child care centers, adult foster care, correctional facilities and small public drinking water systems). The Inspections Program received an outstanding rating during its 2011 Triennial review.

### Program Description

**Inspected Facilities:** The Health Inspections program has responsibility for assuring the health and safety in 4,083 facilities including restaurants, mobile restaurants, hotel/motels, RV parks, organizational camps, warehouses, commissaries, vending machines, and jails. Most facilities receive more than one inspection per year. **Swimming pools & spas:** The program inspects and licenses 559 pools/spas to ensure pools are safe from hazards and disease. Field and classroom technical training is provided to pool operators (i.e. the recently adopted Virginia Graeme Baker Pool and Spa Safety Act will require increased education with pool and spa operators to facilitate compliance). **Schools, Child and Adult Foster Care Facilities:** The program inspects 507 schools, childcare centers, and other service providers to ensure they handle food properly, are clean and are free of health and safety hazards. **Drinking Water Systems:** Inspected to ensure they are properly maintained and meet EPA water quality standards. **Food Borne Illness Outbreaks:** Registered Environmental Health Specialists respond to and investigate local Food Borne Illness complaints in collaboration with the Communicable Disease Program and are key participants in emergency response. Multnomah County has significantly less food borne illness outbreaks than other counties. **Food Handler Training and Certification:** Multi-lingual training about safe food preparation in 7 languages is provided online and in person to food workers at all literacy levels to support health equity and entry into the workforce. Emergency contact information has been gathered for over 7,000 facilities. A monthly newsletter is electronically distributed to food operators.

This legally mandated program protects the health and safety of the entire community by providing education, assuring safe food and water, controlling disease, improving safety in the work place and reducing unintentional injuries as well as supporting other public health activities by incorporating prevention activities into the inspection process. The citizenry understands and expects the program functions.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of licenses issue	7,250	6,858	7,422	8,100
Outcome	Critical violations per year	5,894	6,275	5,978	5,900
Output	Facility inspections	14,492	14,310	15,500	14,900
Output	Total number certified Food Workers eligible for employment	14,825	15,401	14,035	13,800

### Performance Measure - Description

**Output:** Licenses issued excludes facilities inspected but not licensed (ie. schools, day care centers, etc.). The measure is designed to evaluate trend facilities licensed annually. Licenses directly reflect program workload.

**Outcome:** Critical violations are items noted during inspections that can directly affect the health and well being of the consumer, leading to elevated food safety risk and requiring immediate correction.

**Output:** Facilities (e.g. restaurants, mobile units, vending machines, temporary event units, schools, child-care facilities, tourist accommodations, surveillances) inspected on-site.

**Output:** This number reflects the number of people who completed certification in the given year. The certificate is a three-year certificate and makes food workers employable in the food industry. On-line and on-site Food Handler training and testing provides food workers with knowledge about preventing disease transmission to food consumers. Decrease in number of Food Handlers certified is primarily a result of the economic downturn, and are expected to recover.

## Legal/Contractual Obligation

Legal mandates are 2009, FDA Food Code; 2012, OR Food Sanitation Rules; ORS Chapt. 30.890 (gleaning); ORS Chapt. 624; ORS Chapt. 448; MCC 21.612 (license fees); MCC Chapt. 5; MCC Chapt. 21 (Civil Penalty Ordinance); OR Dept. of Education Division 51 (Schools); OARS 581-051-0305; OARS Chapt. 333 (Licensed Programs); ORS 183 (Civil Penalty), ORS 164 (Food); ORS 700 (EHS License); ORS 414 (Childcare). OARS 333-018 Communicable Disease and Reporting 333-019 Communicable Disease Control.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,464,175	\$20,698	\$2,545,106	\$20,700
Contracts	\$217,482	\$0	\$177,963	\$0
Materials & Supplies	\$105,075	\$131	\$164,642	\$172
Internal Services	\$431,804	\$1,885	\$460,090	\$1,843
Total GF/non-GF:	<b>\$3,218,536</b>	<b>\$22,714</b>	<b>\$3,347,801</b>	<b>\$22,715</b>
Program Total:	<b>\$3,241,250</b>		<b>\$3,370,516</b>	
Program FTE	26.35	0.00	26.50	0.20
<b>Program Revenues</b>				
Indirect for dep't Admin	\$1,357	\$0	\$1,409	\$0
Fees, Permits & Charges	\$3,114,786	\$0	\$3,253,712	\$0
Intergovernmental	\$0	\$22,714	\$0	\$22,715
<b>Total Revenue:</b>	<b>\$3,116,143</b>	<b>\$22,714</b>	<b>\$3,255,121</b>	<b>\$22,715</b>

## Explanation of Revenues

The Health Inspections and Education program is funded by inspections fees set by ordinance, (Chapter 21 MC Ordinance 08-140): The fees for services provided to the public shall be based generally on the cost of providing the services. In April 19 2012, the Board of County Commissioners adopted Resolution 2012-040 amending fees and charges.

Fed/State Drinking Water grant: \$22,715  
Food Handler Fees: \$133,131  
Inspection Fees: \$3,214,670

## Significant Program Changes

**Last year this program was:** #40007, Health Inspections & Education

#40007 Health Inspection and Education

FDA 2009, Food Code projected to be implemented July 1, 2012. Significant rule changes may impact number of 'Critical Violations' outcome. Changes to Temporary Restaurant rules, as a result of HB2868, may impact 'Number of licenses issued' outcome.

**Lead Agency:** Health Department

**Program Contact:** WIRTH Chris M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

Program protects the public from emerging and imminent vector-borne diseases and reduces the social/economic impact of uncontained outbreaks. Vector-borne diseases are transmitted from animal to humans. The major emerging diseases are vector borne (WNV, avian influenza, SARS). Current analysis of evidence shows that environmental indicators such as dead birds predict the prevalence of human cases of West Nile virus in a community. Climate changes in the NW, such as warming winter temperatures, increase in rainfall, and urban landscape management will increase the risk of vector-borne diseases. Intervention strategies include surveillance, analysis, proactive control/abatement of rodent and mosquito populations and public education. Program includes enforcement of nuisance codes. The program solicits input from a Commissioner-appointed Citizen Advisory Committee.

### Program Description

**Objectives:** Collection and identification of mosquitoes, birds and rats. Monitor for and respond to emerging vector borne disease such as H1N1 and West Nile Virus. Perform laboratory analysis on rats and mosquitoes to determine what species carry disease, their preferred habitats, and population size. Abate and or suppress mosquitoes that carry West Nile Virus with pesticides with the least impact, reduce the population by water control and vegetation management to reduce breeding habitat. Educate the average citizen and vulnerable people about preventing vectors and their habitat through community meetings, pamphlets and the media. **COMPONENTS:** Mosquito Control – majority of funds/staffing. Rodent Control - primary service provider for rodent control countywide. Nuisance Code Enforcement – addresses public health code violations, esp. restaurant enforcement, dumping and harboring unspecified animals (e.g., bees, livestock, and birds).

Multnomah County (MC) climate supports ideal mosquito and rat habitats. International airport and shipping along with migratory bird flyways provide avenues for new diseases to enter the community. Mosquito control began in MC in the 1930's when malaria was endemic. Although no WNV cases occurred in MC in 2011, two counties in Oregon reported five cases of infected mosquitoes and horses. This is an increase of three since last year. It is necessary to maintain current levels of surveillance and control to ensure early prevention and suppression of this disease using World Health Organization and Center for Disease Control best practices. Rodent control is critical to public health. Rodents can spread Hantavirus, plague and other diseases and can affect livability. A current survey in the MC rat population is showing Toxoplasmosis (Cat Box Fever) in 6% of the rat population. Vector control protects the community by serving all populations, while focusing on the vulnerable (i.e. elderly, children, homeless). The citizenry understands and expects these program functions.

This program offer supports the climate action plan for work done in surveying mosquito populations for emerging vectorborne diseases that are related to changes in our climate. Vector Control is able to minimally support adaptation assessment and planning as a key stakeholder. Action items: 17-1, 17-2, 17-3.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of acres treated for mosquitoes	1,043	4,000	4,000	3,700
Outcome	Mosquitoes prevented (In billions)	5	20	20	19
Efficiency	Number of acres treated for mosquitoes per FTE	190	800	800	740
Output	Number of rodent inspections conducted	881	925	845	845

### Performance Measure - Description

Output: 1) Total acreage where mosquito suppression activities occurred and is subject to variance in weather patterns, seasonal flooding, characteristics, presence/absence of disease.

Outcome: 2) Based on industry standard estimate methodology: 500,000 mosquitoes per surface acre of water X number of acres treated estimates mosquitoes prevented (to nearest whole number).

Efficiency: 3) Total acreage treated per one FTE.

Output: 4) On-site inspections stemming from rodent complaints (i.e. rat in toilet received). Measures were refined to reflect industry standards.

## Legal/Contractual Obligation

Legal mandates are ORS 167, 452, 498, 506, and 634; OAR 635 and 603; 1968, Agreement City of Portland and Multnomah County – Title 13 and Title 8; 6 contractual mandates include grants, contracts, Federal, regional and local mandates.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$945,832	\$0	\$957,761	\$0
Contracts	\$66,350	\$0	\$61,350	\$0
Materials & Supplies	\$112,712	\$11,004	\$124,840	\$0
Internal Services	\$193,413	\$996	\$172,738	\$0
Total GF/non-GF:	<b>\$1,318,307</b>	<b>\$12,000</b>	<b>\$1,316,689</b>	<b>\$0</b>
Program Total:	<b>\$1,330,307</b>		<b>\$1,316,689</b>	
Program FTE	10.65	0.00	10.50	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$717	\$0	\$0	\$0
Fees, Permits & Charges	\$500	\$0	\$500	\$0
Intergovernmental	\$235,166	\$12,000	\$235,166	\$0
Other / Miscellaneous	\$1,000	\$0	\$1,000	\$0
Total Revenue:	<b>\$237,383</b>	<b>\$12,000</b>	<b>\$236,666</b>	<b>\$0</b>

## Explanation of Revenues

Vector-borne Disease Prevention and Code Enforcement is funded by county general fund as well as with revenue from intergovernmental agreements with the City of Portland and other local and state jurisdictions that is recognized in the general fund.

County General Fund: \$1,080,023

City of Portland Bureau of Environmental Services: \$224,000

Oregon Zoo: \$5,000

Oregon Department of Transportation: \$2,500

City of Durham: \$2,166

City of Maywood Park: \$1,500

Fees from permits & fines: \$1,500

## Significant Program Changes

**Last year this program was:** #40008, Vector-Borne Disease Prevention and Code Enforcement

Enforcement of MCC order #2011-129 regarding the restriction or sale of reusable beverage containers made from plastics containing Bisphenol A in Multnomah County.

**Lead Agency:** Health Department

**Program Contact:** WICKHAM Lila A

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Vital Records is a legislatively mandated, fee supported program that produces birth and death certificates in accordance with federal and state statutes to maintain the integrity and accuracy of birth and death information. The information is analyzed to provide essential public health information that is used to plan prevention and intervention activities for positive health outcomes. An example of an analytical function of vital records is the ability to identify high risk groups for influenza and pneumonia deaths so that scarce resources (influenza vaccine) can be provided to the people at greatest risk of death, resulting in fewer deaths. The program received high marks on a state triennial evaluation which assesses the quality and accountability of the program.

### Program Description

Birth and Death Certification: Multnomah County is responsible for issuing birth and death certificates within the first six months after the birth or death, and within 24-hours of receipt of a request for certificate. Death certificates can be issued to family members, legal representatives, governmental agencies, or to the person or agency with personal or property rights. Birth records can be released to immediate family including grandparents, parents, brothers/sisters, legal representatives or governmental agencies. Employees working in this program must be registered with the state to assure competency. An electronic birth and death data certification model was implemented requiring a significant increase in individual education with community partners.

The Vital Records Program addresses the Accountability strategy of providing reliable information for decision-making in public health. Populations at risk for poor health outcomes are identified for the provision of proactive interventions. For example: Pregnant women were identified as being at great risk for death from H1N1 influenza by reviewing hospitalization data and death certificates. As a result physicians and clinical services providing care to pregnant women were prioritized for receipt of vaccine averting deaths in this high risk population. Vital Records assures accurate, timely and confidential registration of birth and death events minimizing the opportunity for identity theft and assuring accurate record of cause of death and the identification of parents of the born child.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of birth and death certificates issued	39,980	40,095	39,381	40,715
Outcome		0	0	0	0
Efficiency	Average number of days to issue error free certificate	1	1	1	1

### Performance Measure - Description

- 1) Certificates issued: Measures program volume.
- 2) Days to issue: Measures rapidity of issuance process. The 24-hour timeframe from receipt to issuance is mandatory.

## Legal/Contractual Obligation

Legal mandates are ORS 97, 146, 432; OAR 830 and 333.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$495,071	\$0	\$485,608
Contracts	\$0	\$16,478	\$0	\$20,725
Materials & Supplies	\$0	\$23,977	\$0	\$20,162
Internal Services	\$0	\$101,983	\$2,181	\$105,127
Total GF/non-GF:	<b>\$0</b>	<b>\$637,509</b>	<b>\$2,181</b>	<b>\$631,622</b>
Program Total:	<b>\$637,509</b>		<b>\$633,803</b>	
Program FTE	0.00	5.90	0.00	5.70
<b>Program Revenues</b>				
Indirect for dep't Admin	\$38,175	\$0	\$39,175	\$0
Fees, Permits & Charges	\$0	\$637,509	\$0	\$631,622
<b>Total Revenue:</b>	<b>\$38,175</b>	<b>\$637,509</b>	<b>\$39,175</b>	<b>\$631,622</b>

## Explanation of Revenues

This is a fee driven, self-sustaining program. Despite the weakened economy, revenue appears to be stable. Per ORS 432.146, fees for records are established by the Oregon Health Authority, subject to the review of the Oregon Department of Administrative Services, and authorized by the Legislative Assembly. Fees (for both birth and death certificates) are \$20 for the first certificate ordered and \$15 for additional copies ordered at the same time (OAR 333-011-0106). Fees were last increased in 2003. Vital Records is a fee supported program however the estimated revenue was less than was need to cover increased costs so a small amount of county general fund was budgeted.

Death Certificate Fees: \$493,561

Birth Certificate Fees: \$138,061

County General Fund: \$2,181

## Significant Program Changes

**Last year this program was:** #40009, Vital Records

There have been no significant program changes.



**Lead Agency:** Health Department

**Program Contact:** Amy Sullivan

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

Communicable Disease Services (CDS) protects the health of our community by responding to reportable communicable diseases with prompt disease investigation, and by limiting the spread of these diseases in the population through assuring treatment as needed. The program upholds and enforces Oregon state statues requiring investigation of and response to dozens of reportable diseases varying from tuberculosis (TB) and pertussis to E. coli 0157 and anthrax. CDS responds 24/7 to events of public health importance.

### Program Description

CDS directly provides services that protect the health and safety of our community by limiting the spread of life-threatening infectious diseases through investigatory and clinical interventions. This type of work has been the backbone of public health for over 100 years. It includes investigations that find people who have been exposed to serious diseases, making sure they get the information and care they need to stay healthy. CDS provides education and screening to communities and assures access to medicine for people with diseases like TB. To ensure that healthcare providers can access appropriate diagnostic tests, CDS provides a link to state and national laboratories that test for rare pathogens. Our staff includes highly-trained public health nurses supported by health assistants, community health specialists, analysts, and administrative staff with knowledge of infectious disease transmission and state reporting rules. We are culturally and linguistically competent. The program works closely with other Health Department programs, including Environmental Health and the Office of the Health Officer and provides educational opportunities for public health and nursing students.

Examples of the types of work we do are as follows:

- Comprehensive TB prevention and control activities through clinic and home visits, nursing case management, and TB screening. This includes following up as directed by federal authorities with newly arrived refugees and immigrants who may have TB infection, and working with Portland homeless shelters to identify TB in this high-risk group.
- Epidemiologic investigation, health education, and provision of preventive health measures in response to reportable disease exposures and outbreaks, including collaboration with state, national, and international officials as needed, and with law enforcement when an intentional cause is suspected.
- Provision of occupational health measures related to blood-borne pathogens, TB exposure, and post-exposure prophylaxis for county employees to meet county OSHA requirements.

CDS supports the Climate Action Plan through public health surveillance of emerging pathogens like *Vibrio* spp. and West Nile Virus. (CAP Action Items: 17-1, 17-2, and 17-3 per CDS's role in adaptation assessment and planning as a key stakeholder).

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Disease report responses	5,707	4,000	5,100	5,100
Outcome	Meningococcal disease case contacts receiving recommendation or prescription	100.0%	100.0%	100.0%	100.0%
Quality	Proportion of cases investigations completed within 14 days (goal, 80%)	0.0%	0.0%	78.0%	80.0%
Quality	TB patients completing treatment within 12 mos. as set by Oregon & CDC	100.0%	90.0%	95.0%	90.0%

### Performance Measure - Description

✓ **Measure Changed**

1) Output-All disease reports and suspect case referrals received, processed, and responded to, per state ORPHEUS database. 2) Outcome-Reflects effectiveness of case contact investigation/response in life threatening disease. 3)& 4) Quality-Measures reflect standards and are reported to the state for CD case investigations and TB patients completing treatment within 12 months as set by Oregon and CDC; investigation timeframes can not be measured in ORPHEUS (initiated April 7, 2011); completion of case investigations excludes Pertussis and reportable diseases not requiring investigation. \*To 4/6/11.



## Legal/Contractual Obligation

1) OAR 333-018 and 019: Disease Reporting and investigation and Control of Diseases, Oregon Health Services and CLHO. BT/CD & TB Assurances; OAR 437: OR-OSHA: Bloodborne Pathogens 1910.1030. 2) CDC: Immunization of Health-Care Workers, Vol. 46/RR-18. 3) CDC: Guidelines for Preventing the Transmission of TB in Health-Care Facilities, Vol. 43/RR-13.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,154,106	\$828,128	\$2,104,156	\$793,310
Contracts	\$0	\$39,534	\$0	\$40,254
Materials & Supplies	\$6,994	\$91,073	\$10,580	\$85,215
Internal Services	\$200,705	\$278,516	\$169,514	\$334,969
Total GF/non-GF:	<b>\$2,361,805</b>	<b>\$1,237,251</b>	<b>\$2,284,250</b>	<b>\$1,253,748</b>
Program Total:	<b>\$3,599,056</b>		<b>\$3,537,998</b>	
Program FTE	20.74	7.83	20.43	7.75
<b>Program Revenues</b>				
Indirect for dep't Admin	\$73,973	\$0	\$77,762	\$0
Fees, Permits & Charges	\$0	\$34,284	\$0	\$47,399
Intergovernmental	\$0	\$1,151,651	\$0	\$1,137,063
Other / Miscellaneous	\$0	\$51,316	\$0	\$69,286
<b>Total Revenue:</b>	<b>\$73,973</b>	<b>\$1,237,251</b>	<b>\$77,762</b>	<b>\$1,253,748</b>

## Explanation of Revenues

Communicable Disease Prevention & Control is funded by an intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the Oregon Health Authority that includes both state and federal funds. Other funding includes direct federal grants, patient fees for occupational health services, and county general fund. Hepatitis C Registry funding was eliminated effective December 2011, and will not be renewed. In FY13 \$38,159 is budgeted as one-time only funding, and will end in October. No replacement funding has been identified.

TB Outreach grant: \$25,422  
Refugee grant: \$100,000  
State of Oregon LPHA: \$1,002,230  
Patient Fees: \$126,096  
County general fund: \$2,284,250

## Significant Program Changes

**Last year this program was:** #40010, Communicable Disease Prevention & Control

To maintain effectiveness in the face of reduced funding from county, state, and federal sources we are proposing to change our workflows and guidelines to integrate LPN-level nurses into provision of clinical services and adding a non-nursing investigations position to support existing CHN positions in the investigation of chronic hepatitis cases.

**Lead Agency:** Health Department

**Program Contact:** TOEVS Kim

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

HIV, STDs and Hepatitis C account for almost 80 percent of all reportable diseases in the County. This cost effective program prevents and reduces epidemics, and their consequent toll on individual health, by controlling disease spread using evidence-based prevention interventions and STD treatment for those at highest risk.

### Program Description

PREVENTION is the key strategy, using culturally specific, evidence-based population focused approaches. Disease spread is reduced by: 1) PARTNER SERVICES: Staff contact infected people, encourage treatment, partner notification and behavior change. 2) COMMUNITY TESTING: Staff visit bars, jails, internet and other "hookup" sites to test, educate, and promote behavior change. 3) STD CLINIC: Provides timely evaluation, treatment, and prevention counseling for people without health care access. STD rates highly correlate to poor access to quality, timely health care. 4) PARTNERSHIPS: Collaborates with businesses, community organizations, and other counties to enhance capacity. Helps people at-risk link to care, drug treatment, counseling, etc. 5) SYRINGE EXCHANGE: Proven to keep infection rates low among injectors, partners and their infants. 6) BEHAVIOR CHANGE/EDUCATION: Community-based interventions to reduce risky sexual and drug behavior. 7) SUCCESS: County HIV, syphilis, and gonorrhea rates are the lowest of major west coast cities, due in large part to this program. Because these diseases disproportionately affect racial, ethnic and sexual minority communities, we base our service delivery on local epidemiology to prioritize reducing disparities. In place for 20+ yrs, this program is demonstrably effective. 8) COST EFFECTIVE: Preventing disease saves money over time. Delayed treatment increases disease spread and costly chronic conditions such as AIDS, liver disease, infertility and poor maternal/child health. Untreated, HIV leads to poverty, inability to work or maintain stable housing.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of community outreach/health promotion encounters	56,089	45,000	48,880	45,000
Outcome	% of ALL county gonorrhea/syphilis/HIV cases diagnosed through this program	30.0%	30.0%	29.8%	30.0%
Quality	% of gonorrhea/syphilis/HIV cases investigated	84.0%	90.0%	89.8%	90.0%
Output	#STD clinical encounters (visit/phone results)	16,510	12,500	14,416	12,500

### Performance Measure - Description

1. This performance measure quantifies the amount of community-based work the program provides each year.
2. This performance measure illustrates the impact of the STD/HIV/Hep C Program's ability to find, diagnosis, and treat reportable STDs, including HIV, more than the previous measure "stable or decreased # of HIV cases based on 5 year rolling average". This measure also demonstrates the program's capacity to target services to those at highest risk for STDs.
3. The 90% goal is negotiated with the Oregon State STD Program, and is comparable to benchmarks set by other states nationally.
4. This measure quantifies the amount of clinical/individual client work the program provides each year.

## Legal/Contractual Obligation

Yes. ORS 433 mandates disease prevention & control. Ryan White CARE Act Part A (see Services for Persons Living with HIV) requires a local maintenance of effort for HIV prevention services. Oregon State DHS HIV Prevention contractual program elements. Oregon State DHS STD disease investigation assurances.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,988,399	\$784,265	\$2,055,147	\$383,664
Contracts	\$196,965	\$371,108	\$149,571	\$390,484
Materials & Supplies	\$101,339	\$161,976	\$178,694	\$107,353
Internal Services	\$296,421	\$342,252	\$288,136	\$296,224
Total GF/non-GF:	<b>\$2,583,124</b>	<b>\$1,659,601</b>	<b>\$2,671,548</b>	<b>\$1,177,725</b>
Program Total:	<b>\$4,242,725</b>		<b>\$3,849,273</b>	
Program FTE	19.05	8.80	20.85	4.10
<b>Program Revenues</b>				
Indirect for dep't Admin	\$99,332	\$0	\$73,045	\$0
Fees, Permits & Charges	\$0	\$137,162	\$0	\$115,988
Intergovernmental	\$0	\$1,504,439	\$0	\$1,043,737
Other / Miscellaneous	\$0	\$18,000	\$0	\$18,000
<b>Total Revenue:</b>	<b>\$99,332</b>	<b>\$1,659,601</b>	<b>\$73,045</b>	<b>\$1,177,725</b>

## Explanation of Revenues

As the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services that includes both state and federal funds, a grant from Cascade AIDS project, medical fees from Medicaid, Medicare, private insurance and patient fees, and county general fund.

Federal Ryan White grant: \$39,200  
Fed/State HIV/STD/VD Prevention grant: \$783,807  
State Support for Public Health grant: \$162,347  
Medical fees: \$174,371  
Cascade AIDS Project: \$18,000  
County General Fund: \$2,671,548

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #40011, STD/HIV/Hep C Community Prevention Program

Two cuts to federal/state HIV prevention funds FY2012-one at beginning of year, second mid year. Total cut is \$176,000 from FY 2011 grant of \$1,106,100 to \$930,000. In FY 2013, due to an additional mid-year cut we are budgeting \$738,807 total from State/federal funds.

We have reduced or transferred assignment of FTE mid-year FY12, and will have a total reduction of 4.73 FTE from this program for FY13. We are attempting to maintain our subcontracts with CBOs as intact as possible, and to leverage the efforts of other program staff promoting sexual health to address HIV and STD prevention more actively. Our staff are working with higher workloads per hour than previously. Nonetheless, we'll have a reduction in services including health promotion and outreach to high risk MSM, needle exchange service hours, hepatitis C education, condom distribution, and community awareness campaigns.

**Lead Agency:** Health Department

**Program Contact:** TOEVS Kim

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The HIV Care Services Program (HCS) and HIV Health Services Center (HIV Clinic) provide community-based primary care and support services to highly vulnerable populations living with HIV. Services target low income, uninsured, mentally ill, substance abusing, and other special needs populations. These services contribute to lower mortality from HIV, fewer disease complications, and reduced transmission of HIV in the community.

### Program Description

The HIV Clinic serves over 1,100 clients each year. Clinic services include outpatient medical care, mental health and substance abuse counseling, case management, health education, HIV prevention and risk reduction support, and treatment adherence counseling. Access to and use of HIV medications is optimized by clinical pharmacy services. On-site chronic disease self management workshops and peer support are also offered to clinic clients. The HIV Clinic integrates prevention into all services to reduce client risk of HIV transmission. The clinic is supported by an active Client Advisory Board and a well established network of HIV social services providers. The clinic is an AIDS Education and Training Center site training over 40 doctors, nurses and pharmacists each year.

HIV Care Services Program coordinates a regional care system that promotes access to high quality HIV services through contracts with health departments and community organizations. HCS funded services include: **EARLY INTERVENTION:** Outreach ensures early identification and treatment. **CARE:** A coordinated primary care system provides medical, dental, mental health and substance abuse treatment. **SERVICE COORDINATION:** Case management connects clients with health insurance, housing, and other services critical to staying in care. **BASIC NEEDS:** Housing focuses on building life skills and access to permanent housing. **HEALTH PROMOTION:** Behavioral education provides clients with self-management skills. **PLANNING:** A community-based council does service planning. Over the past three years, the number of persons living with AIDS has increased 15.3%. HCS clients continue to be severely affected by poverty, lack of stable housing, and reductions in insurance and medication programs.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of unduplicated HCS clients served (all srv types/whole system)	2,753	2,450	2,565	2,450
Outcome	% of uninsured HCS clients who gained insurance	65.0%	70.0%	65.0%	70.0%
Output	# of unduplicated HIV CLINIC clients	1,075	975	1,150	1,150
Quality	% of medical clients who do not progress to AIDS	99.8%	93.0%	95.0%	93.0%

### Performance Measure - Description

4) Quality: % of medical clients who do not progress to AIDS, helps to determine how well medical and support services contained in this offer support the health outcomes of people living with HIV disease. Ninety three percent is our Ryan White established goal.

## Legal/Contractual Obligation

Federal HIV grant and contract funds are restricted. Part A grant requires: 1) Serving Clackamas, Columbia, Multnomah, Washington, Yamhill & Clark Counties; 2) Community-based Planning Council; 3) 10% cap on planning & administration, which requires the County to cover some indirect costs; and 4) Maintenance of effort where the County must spend local funds for HIV services at least at the level spent in the previous year.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$120,149	\$2,825,291	\$251,215	\$2,981,279
Contracts	\$10,236	\$2,517,733	\$0	\$2,495,438
Materials & Supplies	\$58,396	\$266,244	\$44,461	\$126,625
Internal Services	\$24,155	\$788,327	\$106,913	\$722,232
Total GF/non-GF:	<b>\$212,936</b>	<b>\$6,397,595</b>	<b>\$402,589</b>	<b>\$6,325,574</b>
Program Total:	<b>\$6,610,531</b>		<b>\$6,728,163</b>	
Program FTE	0.50	26.15	2.25	26.91
<b>Program Revenues</b>				
Indirect for dep't Admin	\$253,207	\$0	\$247,035	\$0
Fees, Permits & Charges	\$0	\$896,737	\$0	\$581,526
Intergovernmental	\$0	\$5,500,858	\$343,593	\$5,634,048
Other / Miscellaneous	\$0	\$0	\$0	\$110,000
<b>Total Revenue:</b>	<b>\$253,207</b>	<b>\$6,397,595</b>	<b>\$590,628</b>	<b>\$6,325,574</b>

## Explanation of Revenues

HIV Care Services receives flat funding from federal Ryan White Care Act (RWCA) Part A grant. County general fund is used to leverage HCS grant funding. The HIV Clinic revenues include several federal grants, local contracts and third party billing- primarily OMIP, CareAssist, Oregon Health Plan and Medicare. The federal grants have not kept pace with the growth in number of patients served or with increased costs of clinic operations. The increase in General Fund support is a result accounting rules changes related to GASB 54 which classifies \$343,593 wraparound revenue as General Fund.

FY2013 HIV Clinic Revenue Summary:

3rd Party Revenue: \$1,394,264 (includes \$343,593 wraparound revenue)

AETC Contract: \$111,289; OSHU Dental Contract: \$10,120

Ryan White Grant Part A: \$910,321, Part C: \$900,514, Part D: \$323,855

Michael Bolton Trust: \$110,000

TOTAL: \$3,760,363

FY2013 CARE Services Revenue Summary:

Federal Ryan White Part A grant: \$2,908,804

County General Fund: \$58,996

TOTAL: \$2,967,800

## Significant Program Changes

Last year this program was: #40012, Services for Persons Living with HIV

**Lead Agency:** Health Department

**Program Contact:** RUMINSKI Diane T

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Early Childhood Home Based Services provides evidence based home visiting programs to first birth parents and children. The goal is to assure that children at risk for poor health outcomes receive the support, education and resources needed to achieve optimal health during the critical early years of life. These programs include Nurse Family Partnership (NFP) and Healthy Families America (Healthy Start of Oregon). We expect to screen approximately 2,800 first birth families for eligibility for home visiting services, and to enroll approximately 400 families in NFP and over 600 families in Healthy Start.

### Program Description

Voluntary home visiting programs have demonstrated positive changes in parenting practices, gains in child growth and development, increased readiness for school, reductions in the incidence of child abuse and neglect, low birth weight and prematurity, and improvements in maternal life course. The program targets high risk families including teens and racial and ethnic groups experiencing health disparities. Low income, single, first birth parents benefit the most from these interventions which help establish positive lifelong parenting practices. Long term benefits to the county include healthy children ready to learn, a healthier work force, and decreased costs related to school failure, juvenile crime, and chronic disease.

The Nurse Family Partnership Program (NFP) is offered to first-time low income pregnant women. Services begin in early pregnancy and follow families up to their child's second birthday. NFP evaluations demonstrate improved prenatal outcomes, fewer subsequent births, increased intervals between births, increased rates of breast feeding, and fewer childhood injuries. Research on the long-term benefits for children receiving NFP services has shown at age 15 they are more likely to be in school, and less likely to be in the criminal justice system. The mothers who received NFP services are more likely to have finished high school, be in the workforce, and not use public assistance.

Healthy Start is a state wide program also serving first birth families with the overall goals to reduce child abuse/neglect, improve school readiness and promote healthy growth and development of young children up to age three years. Last year over 2,850 families received screening at the time of birth and over 600 families were served in home visits. Healthy Start follows the "Healthy Families America (HFA)" model of home visiting--a best practice model delivered by highly trained staff through community-based agencies. These agencies include IRCO (Immigrant and Refugee Community organization), Impact NW and Insights Teen parent program. Nurse consultants provide additional health support to families and staff.

A \$300,000 HRSA Maternal Infant and Early Childhood Home Visiting grant will expand services to an additional 62 pregnant and parenting teens of color served through our Healthy Start Teen Insights program and Early Head Start programs at Albina, Mt. Hood and Oregon Child Development Coalition.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	% of infants 0-12 months with developmental screening	70.0%	70.0%	70.0%	75.0%
Outcome	% of mothers enrolled in NFP services who are breastfeeding at 6 months	50.0%	50.0%	50.0%	50.0%
Quality	% of clients completing survey who are very satisfied/satisfied with services*	0.0%	80.0%	98.0%	98.0%
Output	% Healthy Start parents who report reading to /with child at least 3X/week	95.0%	90.0%	95.0%	95.0%

### Performance Measure - Description

\*Performance measure designed to obtain client input on services offered by measuring client satisfaction.



## Legal/Contractual Obligation

Nurse Family Partnership (NFP) complies with contractual program guidelines set forth by the NFP National Service Office to assure fidelity to the model. Healthy Start must comply with Healthy Families America (HFA) credentialing requirements and the state OCCF Healthy Start contract requirements. Failure to comply may result in disaffiliation with HFA and withholding of funding. OMB Circular A-87, LPHA State/Federal Program Requirements, FQHC Rulebook OAR 410-147-0595, MCM OAR 410-130-0595, TCM OAR 410-138-0000 through 410-138-0420, Title V/Maternal Child Health.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,476,272	\$1,950,831	\$1,796,316	\$1,795,625
Contracts	\$804,582	\$94,224	\$1,590,412	\$1,118,307
Materials & Supplies	\$37,868	\$159,108	\$92,205	\$84,934
Internal Services	\$182,623	\$337,440	\$218,414	\$315,914
Total GF/non-GF:	<b>\$2,501,345</b>	<b>\$2,541,603</b>	<b>\$3,697,347</b>	<b>\$3,314,780</b>
Program Total:	<b>\$5,042,948</b>		<b>\$7,012,127</b>	
Program FTE	16.10	17.85	16.15	16.80
<b>Program Revenues</b>				
Indirect for dep't Admin	\$150,914	\$0	\$122,164	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$666,297
Intergovernmental	\$0	\$2,541,603	\$0	\$2,648,483
<b>Total Revenue:</b>	<b>\$150,914</b>	<b>\$2,541,603</b>	<b>\$122,164</b>	<b>\$3,314,780</b>

## Explanation of Revenues

The Nurse Family partnership Program is funded by county general fund, and Medicaid fees from: 1) Maternity Case Management (MCM) home visits conducted from pregnancy through two months postpartum and 2) Targeted Case Management (TCM) for infants and children up to age 5 years. CaCoon is a Care Coordination grant designed to serve children with special health care needs.

NFP Revenue Summary--Medicaid Maternity Case Management: \$314,356; Medicaid Targeted Case Management: \$1,270,025; Federal CaCoon Grant: \$62,024; county general fund: \$2,951,006. The Healthy Start Program is funded with a combination of state and federal grant funds and county general fund support. The Healthy Start grant has a 25% match requirement. There are significant decreases to Healthy Start due to prior year reductions in funding and Medicaid rule changes which no longer reimburse Healthy Start patient visits.

Healthy Start Revenue Summary--Healthy Start grant: \$1,399,962; Medicaid Administrative Claiming: \$120,000; CaCoon grant: \$23,259; county general fund \$612,729.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #40013A, Early Childhood Services for Pregnant/Parenting Families - N/NE

This program offer has changed to specifically reflect evidence based home visiting models focusing on interventions with first birth families. The Healthy Birth Initiative Program (HBI) and general home visiting services are now reflected in program offer 40013B as part of restructuring of our services to better align with health care reform, the expansion of patient centered primary care medical homes, and the delivery of more community based services focused on addressing health disparities. The two NFP teams will be consolidated under this single program offer rather than divided between the two Early Childhood offers. One of 5 Healthy Start Family Support teams was cut (IRCO). The team at IRCO was partially restored with 2 Healthy Start Family Support Workers focusing on teens of color funded through a new federal home visiting grant and a family support worker funded by one-time only funds approved by the Board. The Board also funded a family support worker at Impact NW and Teen Insights with one-time only general fund.

**Lead Agency:** Health Department

**Program Contact:** RUMINSKI Diane T

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

ECS provides home and community based services to pregnant women and families with young children to assure optimal maternal and infant health and to assist parents in meeting their child's basic health and developmental needs. The conditions of early life have a profound impact on our long-term health and stability. We expect to serve approximately 900 families in this program offer. Of these 900 families approximately 72% are ethnic minorities including 13% African American, 1% Native American and 39% Hispanic (all races).

### Program Description

Voluntary home visiting programs have demonstrated positive changes in parenting practices, gains in child growth and development, increased readiness for school, reductions in the incidence of child abuse and neglect, low birth weight and prematurity, and improvements in maternal life course. The program targets high risk families including teens and racial and ethnic groups experiencing health disparities. Low income, single, first birth parents benefit the most from these interventions which help establish positive lifelong parenting practices. Long term benefits to the county include healthy children ready to learn, a healthier work force, and decreased costs related to school failure, juvenile crime, and chronic disease.

The Healthy Birth Initiative Program (HBI) is designed to reduce the historical disparities in poor birth outcomes by addressing the social determinants of health in the African American community. Core service components include outreach, case management, health education, interconceptual care and depression screening and referral. A community consortium, education/support groups, and men's groups are unique components of HBI. Transportation and childcare support are wraparound services available to families enrolled in HBI. Services begin in early pregnancy and continue through the child's second birthday.

Public Health Nursing Services: Families who do not meet the criteria or do not choose to enter the Nurse Family Partnership/Healthy Start programs may also be offered home visits. These include pregnant women with medical conditions, and women experiencing domestic violence or alcohol/drug use. Infants born prematurely, of low birth weight, with medical conditions, or having parents unable to provide appropriate care without support are also referred for home visiting support. With health care transformation and the development of Coordinated Care Organizations, public health nurses will work closely with MCHD primary care clinical teams to provide continuity of care in the home/community setting for our highest risk and vulnerable populations. They provide significant support to families, tailored to their needs as observed in their home environment. Services include health screening/assessment, case management, health promotion, breast feeding/parenting support, childbirth classes, and community referrals. Nursing consultation is also provided to pregnant and parenting families enrolled in the Mt Hood Head Start program and to pregnant/parenting parolees through the ADAPT (Alcohol and Drug Addicted Prenatal Treatment) program.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	% infants 0-12 months with developmental screening	76.0%	80.0%	80.0%	80.0%
Outcome	% HBI clients receiving depression screening	67.0%	95.0%	70.0%	95.0%
Quality	% of clients completing survey who are very satisfied/satisfied with services*	0.0%	80.0%	98.0%	98.0%
Outcome		0.0%	0.0%	0.0%	0.0%

### Performance Measure - Description

\* Performance measure designed to obtain client input on services offered by measuring client satisfaction.



**Legal/Contractual Obligation**

OMB Circular A-87, LPHA State/Federal Program Requirements, FQHC Rulebook OAR 410-147-0595, MCM OAR 410-130-0595, TCM OAR 410-138-0000 through 410-138-0420, Title V/Maternal Child Health.

**Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,930,619	\$2,744,014	\$1,773,369	\$1,703,973
Contracts	\$1,161,360	\$1,028,215	\$535,292	\$143,094
Materials & Supplies	\$74,811	\$121,181	\$26,263	\$162,488
Internal Services	\$220,263	\$497,222	\$252,299	\$477,893
Total GF/non-GF:	<b>\$3,387,053</b>	<b>\$4,390,632</b>	<b>\$2,587,223</b>	<b>\$2,487,448</b>
Program Total:	<b>\$7,777,685</b>		<b>\$5,074,671</b>	
Program FTE	16.80	25.60	17.47	14.33
<b>Program Revenues</b>				
Indirect for dep't Admin	\$164,606	\$0	\$154,280	\$0
Fees, Permits & Charges	\$0	\$586,123	\$0	\$73,579
Intergovernmental	\$0	\$3,804,509	\$0	\$2,413,869
<b>Total Revenue:</b>	<b>\$164,606</b>	<b>\$4,390,632</b>	<b>\$154,280</b>	<b>\$2,487,448</b>

**Explanation of Revenues**

Early Childhood Home/Community based services is funded by county general fund, Medicaid fees for: 1) Maternity Case Management (MCM) home visits conducted from pregnancy through two months postpartum, and 2) Targeted Case Management (TCM) for infants and children up to age 5. CaCoon is a Care Coordination grant serving children with special health care needs and is shared with Program Offer 40013A. The Healthy Birth Initiative is funded by \$850,000 HRSA grant. Medicaid revenue has significantly decreased for both Targeted Case Management and Maternity Case Management services due to State DMAP and State Maternal Child Health Program Rule Changes. Rule changes affect provider types, initial assessment visits, maternity case management place of service restrictions. Medicaid rule changes result in the same number of patient visits; however this results in fewer reimbursable patient visits.

Healthy Birth Initiative Summary--Federal Healthy Birth Initiative grant : \$850,000; Medicaid Maternity Case Management: \$73,579; Medicaid Targeted Case Management: \$56,358; and county general fund: \$453,129. General Field Summary--Medicaid Maternity Case Management: \$259,029; Medicaid Targeted Case Management: \$1,040,805; Federal CaCoon grant: \$54,271; State Babies First grant: \$81,556; Mt Hood Community College Head Start contract: \$71,850; Fed/State Maternal Infant & Early Childhood Home Visiting grant: \$300,000; and county general fund: \$2,267,706.

**Significant Program Changes**

 **Significantly Changed**

**Last year this program was:** #40013B, Early Childhood Services-Pregnant/Parenting Families-Mid/East/Healthy Start  
This Early Childhood Home and Community based services program offer has been restructured to respond to changes and opportunities coming with health care transformation and the formation of Coordinated Care Organizations. An increased focus on health disparities in the African American community is driving new models of community work and service delivery. Changes in the way we expect to deliver services and how we are able to bill for services have resulted in some staff reductions. Several of these reductions came from unfilled vacant positions.

**Lead Agency:** Health Department

**Program Contact:** SCHMITZ Virginia S

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Community Immunization Program (CIP) contributes to a safe environment for learning, ensuring that children are protected from life-threatening, vaccine-preventable diseases by implementing the federally subsidized Vaccines for Children (VFC) Program and helping schools and childcare facilities comply with state school immunization rules.

### Program Description

Vaccine-preventable diseases like measles can spread from one child to another, childhood vaccination is important not only for individual health but for the health of those with whom children live, play, and go to school. No child should be unvaccinated because a parent is unable to pay for vaccine. CIP ensures that the basic disease prevention needs of children are met through several interrelated program components:

- Increased access to immunizations by providing childhood immunization services at community sites and our clinic. No VFC-eligible child is turned away due to inability to pay.
- Providing a safe vaccine supply and efficient use of vaccine for the county system of Federally Qualified Health Centers by monitoring the cold chain and conducting physical inventories to meet county quality assurance requirements.
- Enforcing the state-mandated obligation to ensure that all children in certified day care centers, preschools, kindergartens, Head Start Programs and students in private, alternative and public schools are complete or up-to-date on their immunizations in the following ways:
  - Helping schools, including those in the Multnomah Education Service District (MESD) and other facilities, maintain their licensure and assist in mandatory reporting by reviewing and compiling reports related to the immunization status of their students.
  - Helping parents navigate the exclusion process and assisting with documentation to prevent school exclusion.
  - Enforcing the law in cases where it has not been met and issuing exclusion orders as needed.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of immunizations directly provided to keep children in school	1,625	1,100	1,300	950
Outcome	Of facilities assisted those successful in meeting immunization law requirements	100.0%	100.0%	100.0%	100.0%
Output	Number of schools and childcare facilities we assisted with state immunization law reporting requirements	349	364	376	370

### Performance Measure - Description

Output 1: The number of children vaccinated in February, the month when parents start receiving school exclusion letters for children who are not up-to-date, and the month including the first day on which children could actually be excluded from school. The decrease in this measure for FY12-13 reflects the decreasing trend in need for service due to expanded coverage through primary care clinic medical homes.

Outcome: The percentage of the facilities we assisted which met state immunization reporting requirements, thus maintaining their licensure requirements in this area.

Output 2: The number of certified day care centers, preschools, kindergartens, Head Start Programs and private, alternative and public schools that we assisted through the state school immunizations law reporting process from December through March of the fiscal year.

**Legal/Contractual Obligation**

ORS 433-235 through 433.280 and Administrative Rules 333-19-021 through 333-19

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$129,877	\$257,822	\$178,108	\$206,877
Contracts	\$5,783	\$683	\$0	\$20,919
Materials & Supplies	\$58,949	\$3,025,228	\$0	\$3,559,096
Internal Services	\$84,144	\$78,431	\$21,676	\$89,444
Total GF/non-GF:	<b>\$278,753</b>	<b>\$3,362,164</b>	<b>\$199,784</b>	<b>\$3,876,336</b>
Program Total:	<b>\$3,640,917</b>		<b>\$4,076,120</b>	
Program FTE	1.59	2.41	2.21	1.64
<b>Program Revenues</b>				
Indirect for dep't Admin	\$21,640	\$0	\$23,342	\$0
Fees, Permits & Charges	\$0	\$158,484	\$0	\$176,332
Intergovernmental	\$0	\$3,203,680	\$0	\$3,700,004
<b>Total Revenue:</b>	<b>\$21,640</b>	<b>\$3,362,164</b>	<b>\$23,342</b>	<b>\$3,876,336</b>

**Explanation of Revenues**

Immunizations is funded by the Immunization Special Payments grant included in the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the Oregon Health Authority, patient fees, the value of federally subsidized vaccine provided by the state, and by county general fund.

Cash value of donated vaccines: \$3,500,000

Fed/State LPHA Immunization Special Payments grant: \$200,004

Patient Fees: \$176,332

County General Fund: \$199,784

**Significant Program Changes**

**Last year this program was:** #40014, Immunizations

The program will be focusing on recent increases in vaccine hesitancy (increased rate of exemptions) in FY12-13.

**Lead Agency:** Health Department

**Program Contact:** WICKHAM Lila A

**Program Offer Type:** Existing Operating

**Related Programs:** 40037

**Program Characteristics:**

### Executive Summary

This program prevents childhood lead poisoning. Lead causes brain damage in children resulting in behavior, learning, and health problems that impacts their economic, academic and social future. The program administers a statewide LeadLine, providing information and referral in multiple languages and screens for lead levels in blood, environmental investigations, case management, advocacy for services and community education/outreach.

### Program Description

Multnomah County Environmental Health Services works collaboratively with the City of Portland lead partners and Oregon Health Authority to ensure continuity of care and early intervention for children at risk of lead poisoning. The Lead Program: 1) Educates parents, landlords, property owners, and contractors about lead exposure causes and effects, screening, and reducing home lead hazards; 2) Tests children and pregnant women for high blood lead levels; 3) Promotes lead screening in primary care clinics; 4) Provides investigation of high lead levels by an Environmental Health Specialist by conducting an in home assessment to identify causes and eliminate exposures to lead for children at high to moderate risk; 5) Provides the family with a lead remediation plan; 6) Tracks all lead screening results and all Elevated Blood Lead Levels (EBLL) to detect program trends/risks; 7) Screens for risk of lead exposure of low-income children in support of improving health equity; 8) Educates contractors and residents about new EPA lead-based paint rules, and 9) Provides education and outreach to medical providers and community.

The lead poisoning prevention program continues to increase its focus on outreach and education services targeting the most vulnerable populations. Leadline provides targeted prevention messaging and advocacy for rigorous policy initiatives. This program offer relies almost exclusively on grants and contracts. Electronic newsletter distributed to community and providers quarterly. Children who have lead poisoning can develop significant brain damage and learning disabilities, impacting normal growth and development and reducing their ability to function in school, at home and develop into a healthy adult. There are an estimated 10,000 older homes with possible exposure risk of leaded paint in Multnomah County that house children 6 years old and younger. The Lead Poisoning Prevention Program identifies and helps residents reduce exposure to the environmental hazards of lead and promote safe housing conditions. Medicaid reimbursement for Lead Investigations began July 2010.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total # of children screened by MCHD primary care and immunization providers	3,428	4,000	3,000	3,000
Outcome	Total # of successfully identified children with EBLLs*	36	40	18	25
Output	# of community members receiving information on lead prevention**	10,719	14,000	6,386	7,000
Quality	%home investigations where lead exposure risk hazards/factors are identified***	100.0%	95.0%	100.0%	95.0%

### Performance Measure - Description

\*Children screened: Counts lead screening services provided by Multnomah County Health Department care providers, immunization unit and MCHD outreach testing (expanded service).

\*\*Children with EBLL: Elevated Blood Lead Levels (EBLL) identified by any health care provider within Multnomah County. EBLL investigation criteria changed from 15 mg/dl to 10 mg/dl. Health Department proactively began investigating children with lead levels over 5 mg/dl in FY 2011. Intervening at a lower lead level should prevent more severe cases.

\*\*\*Community Information: Measure to quantify reach of program through phone counseling, referral, educational materials, website and community events. Our web hit estimates may have been less than accurate due to problems with Google Analytics. This year's projection is more conservative.

\*\*\*\*Percentage of home investigations with identified contributing factors for lead source. Lead hazards have been identified and/or the house has been deemed to be free from lead hazards as demonstrated by a reduction in blood lead level Program goal is 95%.

## Legal/Contractual Obligation

Legal mandates are City of Portland codes 8.20.210 (Maintenance of Health Hazard not Permitted); 8.20.200 (Notice of Unsanitary or Unhealthful Condition of Premises to be Given and Posted – Unlawful to Remove); 29.30.110 (interior walls, floors, and ceilings); 29.30.060 (exterior walls and exposed surfaces); Some activities under this program offer are subject to contractual obligations under Inter-Governmental Agreement #0607105.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$122,751	\$0	\$112,688
Contracts	\$0	\$2,370	\$2,370	\$0
Materials & Supplies	\$10,101	\$1,243	\$6,943	\$0
Internal Services	\$11,289	\$11,436	\$11,788	\$24,312
Total GF/non-GF:	<b>\$21,390</b>	<b>\$137,800</b>	<b>\$21,101</b>	<b>\$137,000</b>
Program Total:	<b>\$159,190</b>		<b>\$158,101</b>	
Program FTE	0.00	0.90	0.00	0.90
<b>Program Revenues</b>				
Indirect for dep't Admin	\$8,235	\$0	\$8,497	\$0
Fees, Permits & Charges	\$0	\$800	\$0	\$0
Intergovernmental	\$0	\$137,000	\$0	\$137,000
<b>Total Revenue:</b>	<b>\$8,235</b>	<b>\$137,800</b>	<b>\$8,497</b>	<b>\$137,000</b>

## Explanation of Revenues

City of Portland Leadline grant: \$135,000  
State Leadline grant: \$2,000  
County General Fund: \$21,101

## Significant Program Changes

**Last year this program was:** #40015, Lead Poisoning Prevention

- 1) There was a significant increase in the education and outreach associated with this change in action level. This increased workload is reflected in the output measure of community members receiving information about lead poisoning prevention. Partnering with WIC and Head Starts to target at risk populations has generated more interest and screening.
- 2) The MC Leadline program began investigating children with lead levels at five to be proactive and intervene to eliminate sources of lead in the home. Although the official action level for dangerous blood level remains at 10, the CDC Lead Poisoning advisory committee has recommended the action level be lowered to five because this level is deemed as dangerous for children 6 and under as well as the unborn. We believe that by intervening at lead levels of five, we will reduce the number of cases that develop higher levels of 10 and above. We are beginning to see this trend in Multnomah County since we started investigating lead levels of 5+.
- 3) Improvements in telephone systems and websites have increased efficiency in responding to calls and generating community interest.

**Lead Agency:** Health Department

**Program Contact:** Marilyn Boss

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Backfill State/Federal/Grant

### Executive Summary

Medicaid Enrollment assists uninsured and under-insured Oregonians gain access to health services by providing application and enrollment assistance and advocacy to families and children applying for Medicaid Oregon Health Plan (OHP) benefits, Medical Assistance Assumed (MAA), Medical Assistance for Families (MAF), Temporary Assistance For Needy Families (TANF), Family Health Insurance Assistance Program (FHIAP), Children's Health Insurance Program (CHIP), Healthy Kids Plan & Kids Connect, Oregon Prescription Drug Program (OPDP), and Kaiser Child Health Program. The Medicaid Program operates under contract with the State Division of Medical Assistance Programs (DMAP).

### Program Description

The Medicaid Enrollment program provides outreach and education efforts which increases the number of clients who complete the OHP enrollment process, increases access to health care services, particularly for pregnant women and children, and ensures continuity of coverage at recertification. The program aims to provide dignified access to health care for all citizens in collaboration with existing Multnomah County services, and addresses the Basic Needs strategy to provide access to care, by securing insurance coverage for eligible individuals. Approximately 90% of Medicaid eligible clients select MCHD clinics as their provider. In addition, the program addresses the strategy to educate, prevent, and/or intervene to keep individuals from experiencing health or economic crisis due to lack of coverage.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Annual number of clients screened	39,411	40,500	37,431	36,780
Outcome	Uninsured children in Multnomah County insured through program	6,280	6,000	5,435	5,500

### Performance Measure - Description

- 1) Output: Reflects service volume.
- 2) Outcome: Uninsured children insured as a direct result of Medicaid Enrollment Program. Placed (2) OEW at MESD and concentrated efforts at School Based Health Centers to increase enrollment in Healthy Kids.

## Legal/Contractual Obligation

The Medicaid Enrollment Program is on contract with the State Division of Medical Assistance Programs (DMAP) to provide application and enrollment assistance to all OHP/Medicaid eligibles including education regarding managed health care. Information shall include establishing a Date of Request (DOR) or effective date of coverage, managed medical, dental, and mental health care, covered services (including preventive and emergent), client rights and responsibilities, and the grievance and appeal process.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$302,798	\$1,134,329	\$220,852	\$851,137
Contracts	\$3,137	\$0	\$5,770	\$0
Materials & Supplies	\$25,334	\$343	\$2,687	\$13,541
Internal Services	\$41,026	\$163,195	\$60,123	\$157,599
Total GF/non-GF:	<b>\$372,295</b>	<b>\$1,297,867</b>	<b>\$289,432</b>	<b>\$1,022,277</b>
Program Total:	<b>\$1,670,162</b>		<b>\$1,311,709</b>	
Program FTE	3.50	14.50	2.40	11.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$77,550	\$0	\$63,405	\$0
Intergovernmental	\$0	\$1,297,867	\$0	\$1,022,277
<b>Total Revenue:</b>	<b>\$77,550</b>	<b>\$1,297,867</b>	<b>\$63,405</b>	<b>\$1,022,277</b>

## Explanation of Revenues

Medicaid/Medicare Eligibility receives funding from the Division of Medical Assistance Programs (DMAP) which provides compensation to eligible Federally Qualified Health Centers (FQHCs) for outreach activities. Compensation is related to the receipt and initial processing of applications for individuals, including low-income pregnant women and children, to apply for Medicaid at out station locations other than state offices. DMAP provides for compensation through calculating a rate that is equal to 100% of allowable, specific direct costs according to OAR 410-147-0400. The costs are based on actual expenses from FY2010 and DMAP disallows the cost of supervision, office support and interpretation services. The rate for FY2013 is \$6.03 per visit and the medical fee revenue is based on 161,240 visits.

Medical fees: \$1,022,277  
County general fund,: \$289,432

## Significant Program Changes

**Last year this program was:** #40016, Medicaid/Medicare Eligibility

This program has received reduced state funding for this function. To work within this constraint, we will need to reduce staffing (through not filling vacancies and/or attrition). Our goal is to NOT negatively impact the number of clients who are eligible for OHP getting access to those services. We will evaluate current output (number of applications) across our system and develop a target number of applications per day per Eligibility worker. We believe this can be done with fewer people.



**Lead Agency:** Health Department

**Program Contact:** Susan Kirchoff

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Dental Services provides Multnomah County residents with essential, urgent, routine, and preventive services in clinic settings and school-based programs. The Dental Program works with many community partners, targeting un-served populations, treating nearly 15,000 uninsured children in Multnomah County. The Dental Program is the largest Safety Net provider for vital dental care in Multnomah County. We provide unique child based services to uninsured and under-insured and focus on access for pregnant women due to the link with early childhood cavity prevention, using evidence based practice guidelines. The Dental Services program is supported in part by serving MultiCare Dental plan members, one of several dental care organizations (DCO) that serve patients in the tri-county area under the Oregon Health Plan. MultiCare Dental is funded entirely by OHP revenue and most members receive their dental care from Multnomah County Dental Clinics along with two other partner Health Clinics in the Tri-County area.

### Program Description

The Dental program has four distinct service components. Five dental clinics provide comprehensive dental treatment for Medicaid (Oregon Health Plan) and uninsured patients. The clinics specifically focus on outreach to uninsured patients with chronic health conditions seeking care at primary care sites. The School and Community Dental program provides dental education, fluoride, and dental sealant services to children in Multnomah County schools and provides outreach, education, and dental treatment specifically to pregnant women and children 0-24 months. Recent research indicated that dental hygiene services provided during pregnancy decreases preterm delivery and improves infant health outcomes. For uninsured Multnomah County residents with critical, urgent or specialty dental needs the Dental Access Program (DAP) provides triage and referrals to County dental clinics and private dentists. MultiCare Dental plan enrolls approximately 30,000 Medicaid members which provides access within four dental clinics in Multnomah County to provide dental services to the under-served population. MultiCare Dental works closely with dental clinic operations and School and Community dental supporting such projects as the Baby Day Program and the Pregnant Women's Project. In addition, MultiCare collaborates with various community partners to provide dental services for clients in long-term care facilities and nursing homes. Dental Services is an essential program that provides education, prevention, and dental treatment to Multnomah County's poorest and most vulnerable population.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Billable patient visits	60,415	62,102	63,470	65,423
Outcome	Percentage patients who complete treatment plan within 12 months	53.0%	60.0%	60.0%	60.0%
Quality	% of patients who would "strongly agree" to recommend clinic to friends/family	67.0%	70.0%	70.0%	75.0%

### Performance Measure - Description

✓ **Measure Changed**

**Output:** Billable patient visits-The number of patient visits measures access to dental services within the County clinics and the School Community Dental Program. The intent is to increase access to care for both Medicaid and uninsured clients.

**Outcome:** New measure; percentage of patients who complete treatment plan within 12 months. "Completing the treatment plan" measures our ability to keep patients engaged in comprehensive care (may require multiple visits over time) to maintain good oral health.

**Quality:** % of patients who would strongly agree-clinic focus group formed to address specific identified issues.



## Legal/Contractual Obligation

Dental services are a requirement of the Bureau of Primary Health Care 330 Grant.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$10,014,721	\$6,106,641	\$4,116,170
Contracts	\$7,410	\$3,143,990	\$83,853	\$282,472
Materials & Supplies	\$32,857	\$981,578	\$234,808	\$790,107
Internal Services	\$59,213	\$2,654,253	\$960,110	\$1,578,968
Total GF/non-GF:	<b>\$99,480</b>	<b>\$16,794,542</b>	<b>\$7,385,412</b>	<b>\$6,767,717</b>
Program Total:	<b>\$16,894,022</b>		<b>\$14,153,129</b>	
Program FTE	0.00	97.21	63.42	30.43
<b>Program Revenues</b>				
Indirect for dep't Admin	\$1,003,996	\$0	\$419,756	\$0
Fees, Permits & Charges	\$0	\$282,930	\$0	\$291,676
Intergovernmental	\$0	\$16,511,612	\$7,385,412	\$6,398,041
Other / Miscellaneous	\$0	\$0	\$0	\$78,000
<b>Total Revenue:</b>	<b>\$1,003,996</b>	<b>\$16,794,542</b>	<b>\$7,805,168</b>	<b>\$6,767,717</b>

## Explanation of Revenues

The primary source of revenue is Medicaid funds; a combination of capitation and FQHC wrap around payments. Additional revenue is received from the Primary Care 330 Grant, and patient fees.

Medicaid fees: \$13,257,992  
Primary Care 330 grant: \$525,461  
Patient fees: \$291,676  
Kaiser Oral Health grant: \$78,000

## Significant Program Changes

**Last year this program was:** #40017, Dental Services

This program offer doesn't include the revenue, expenses and FTEs associated with Multicare Dental insurance functions. The Department is currently in negotiations with the State of Oregon to transfer this function. Dental clinic revenue is adjusted downward in anticipation of lower provider productivity during the implementation of electronic dental records.

**Lead Agency:** Health Department

**Program Contact:** Susan Kirchoff

**Program Offer Type:** Innovative/New Program

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Low income residents of downtown and central Portland of whom a large percentage are homeless, unemployed or underemployed, and experience serious co-morbidities such as mental health issues, addictions, compromised immune systems, and other chronic conditions. Access to oral health care is extremely limited for this population, and as a result, these individuals often suffer with pain, infection and other oral health issues until they become unbearable, often seeking treatment in hospital emergency departments as a last resort. Access to oral health care is a critical piece of the overall health and well being of the population.

### Program Description

This dental clinic will be located in the newly expanded Central City Concern building on West Burnside. The clinic will provide high quality, affordable urgent and comprehensive oral health services for 1200-1500 low income individuals (including homeless, uninsured and under-insured populations) who reside in the central Portland service area. A strong partnership will be established with downtown homeless service providers to maximize outreach. This will be a Clinical internship site for students from OHSU school of Dentistry. Planned opening date is August 2012.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of clients served	0	0	0	1,250
Outcome	% of clients who complete treatment plan within 12 months	0.0%	0.0%	0.0%	60.0%
Output	# of clients referred by Emergency Departments	0	0	0	125

### Performance Measure - Description

Output: Number of clients served indicates access for previously unserved or underserved individuals

Outcome: % who complete treatment plan within 12 months indicates how many patients complete comprehensive care plan

Output: Number of clients referred by Emergency Departments indicates success in avoiding unnecessary ED visits

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$446,304	\$63,504
Contracts	\$0	\$0	\$0	\$29,761
Materials & Supplies	\$0	\$0	\$7,600	\$60,850
Internal Services	\$0	\$0	\$70,119	\$82,850
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$524,023</b>	<b>\$236,965</b>
Program Total:	<b>\$0</b>		<b>\$760,988</b>	
Program FTE	0.00	0.00	5.35	0.35
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$14,697	\$0
Intergovernmental	\$0	\$0	\$231,007	\$236,965
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$245,704</b>	<b>\$236,965</b>

**Explanation of Revenues**

The primary source of revenue is Medicaid funds; a combination of capitation and FQHC wrap around payments.

Medicaid fees: \$467,972

County General Fund: \$293,016

**Significant Program Changes****Last year this program was:**

This is a new program offer with targeted start date for operations of August 2012

**Lead Agency:** Health Department

**Program Contact:** David Brown

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Women, Infants and Children Program (WIC) serves lower-income pregnant, post-partum and breastfeeding women, infants and children under age five who have health or nutrition risks. WIC sees every participant at least four times per year to provide individual growth and health assessments, education on nutrition and physical activity, nutritious foods purchased with WIC vouchers, breastfeeding education and support and referrals to other preventive health and support services. Other support services include prenatal and other medical care, immunizations, Head Start, housing and day care assistance, social services, etc. WIC served over 32,000 clients in 2011, and received a State WIC award for exceeding contract performance measures by averaging >100% of assigned caseload for the entire year. This included over 35% of all pregnant women in Multnomah County. WIC leverages federal funds to pay for almost 78% of the program's costs. WIC brought in over \$12 million dollars to local grocery stores and, through the Farm Direct Nutrition Program (Farmer's Market), over \$70,000 to local farmers. WIC is one of the few health promotion programs the federal government has sponsored. It is estimated that for every \$1 spent on WIC over \$3 is saved in Medicaid expenses. Programs like Oral Health, Lead Screening, Head Start and others are realizing the tremendous access WIC provides to the community. Since it is a federal mandate that WIC provide referral services to other valuable community programs, for the individual client, WIC becomes the web that connects all the programs together for easy access – seamless service.

### Program Description

The WIC Program's mandate is to provide food, nutrition education, growth monitoring and support services to our most vulnerable population – low income pregnant, breastfeeding women, infants and children up to five years of age. The potential for WIC's success is based on the premise that access to food is of primary concern for low-income families. With the availability of nutritious foods offered each month, families in need seek out the program. To receive the food vouchers all participants must be certified on the program which includes weighing and measuring every 6 months as well as hemoglobin screenings. Clients are counseled by registered dietitians and nutrition assistants on the current best practices for diet during pregnancy, lactation, infancy and early childhood based on the Academy of Nutrition and Dietetics and the National WIC Association's recommendations. For high risk pregnancies, children with special needs and breastfeeding complications individual counseling is provided by registered dietitians. In between certifications, clients are required to attend additional nutrition education classes on specific topics relevant to their individual needs. Nutrition classes include infant and child nutrition, nutrition during pregnancy, breastfeeding, low-fat cooking, increasing fruits, vegetables and whole grains in the diet. In all, over 90 nutrition education classes are taught each month. Poor nutrition during the first three years can affect brain development resulting in lowered academic achievement, reduced immune function, greater incidence of obesity, diabetes, etc. Research demonstrates that families on WIC are in overall better health, have less dental related Medicaid costs, have less underweight infants and demonstrate a lower prevalence of anemia than low-income children not on WIC. Four and five year-olds whose mothers participated in WIC during pregnancy have better vocabulary test scores than those that didn't receive WIC benefits. WIC positively influences the nutrient intakes of children, dramatically improves Healthy Eating index scores for the household, reduces the risk of child abuse or neglect and WIC participation is associated with increased use of preventative care and improved health status of children.

This program offer relates to the Climate Action Plan for work that supports and promotes the purchase of locally grown, low carbon, sustainable foods purchased at farmer's markets, and as well as providing insight into the acute vulnerabilities faced by this population. CAP specific items include: 14-1, 15-4, 16-1.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average number of clients served each month	19,206	19,400	19,511	19,500
Outcome	% of mothers initiating breastfeeding on WIC	89.7%	91.0%	89.5%	91.0%
Outcome	Show rate for WIC nutrition education follow-up	66.0%	70.0%	66.0%	68.0%

### Performance Measure - Description

Output: Average number of clients served each month measures the average number of clients receiving WIC food vouchers. Outcome: % of mothers who initiated breast feeding after delivery. Data Source - WIC TWIST system. Outcome: return for education required each six months to continue participation.

## Legal/Contractual Obligation

The Special Supplemental Nutrition Program for Women, Infants and Children is authorized by Section 17 of the Child Nutrition Act of 1966, 42 U.S.C. 1786, as amended through PL105-394, and the regulations promulgated pursuant thereto, 7 CFR Ch. II, Part 246.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$912,771	\$2,552,138	\$930,336	\$2,485,888
Materials & Supplies	\$74,781	\$26,500	\$32,131	\$54,012
Internal Services	\$262,084	\$559,339	\$275,939	\$600,931
Total GF/non-GF:	<b>\$1,249,636</b>	<b>\$3,137,977</b>	<b>\$1,238,406</b>	<b>\$3,140,831</b>
Program Total:	<b>\$4,387,613</b>		<b>\$4,379,237</b>	
Program FTE	6.25	34.10	7.69	32.86
<b>Program Revenues</b>				
Indirect for dep't Admin	\$187,501	\$0	\$194,806	\$0
Intergovernmental	\$0	\$3,137,977	\$0	\$3,140,831
<b>Total Revenue:</b>	<b>\$187,501</b>	<b>\$3,137,977</b>	<b>\$194,806</b>	<b>\$3,140,831</b>

## Explanation of Revenues

Women, Infants and Children program's revenue is federal funds included in the intergovernmental revenue agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services. WIC is also funded with county general fund. The WIC Program has seen a significant increase in pregnant women requiring WIC services. County general funds assist the WIC Program in meeting the Federal/State funding requirement of scheduling new pregnant women within 10 days of application to the program.

Fed/State WIC grant: \$2,919,032  
Fed/State WIC Breastfeeding/Peer Counselors grant: \$221,799  
County General Fund: \$1,238,406

## Significant Program Changes

**Last year this program was: #40018, Women, Infants and Children (WIC)**  
Several significant Program changes include:

WIC has started a Breast Feeding Peer Counseling Program (BFPC) that enlists pregnant WIC clients to participate in monthly group meetings facilitated by a trained Breast Feeding Peer Counselor. The goal is to have a significant effect on breast feeding duration.

Multnomah County WIC has also opened a new satellite clinic at the Native American Youth Association (NAYA). Native American participation in county health programs has been traditionally very low and this is a wonderful opportunity to build a bridge of access to not only WIC but potentially other maternal and child health programs.

**Lead Agency:** Health Department

**Program Contact:** THIELE Margaret

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The North Portland Health Center provides comprehensive, culturally appropriate primary care and enabling services to vulnerable citizens who are uninsured or underinsured and otherwise might not have access to healthcare.

### Program Description

North Portland Health Center primary care services are designed to be a patient centered medical home. This includes reducing barriers to access, integration of behavioral health services, providing continuity and coordination of services and collaboration with community partners. Culturally competent primary care services are provided which include, treatment of acute and chronic illnesses, behavioral health, family planning, prenatal and preventive services (well child, immunizations). Ancillary support services are operationally integrated and include pharmacy and lab. Enabling services include Medicaid eligibility screening, medical interpretation, transportation, case management and health education. North Portland Health Center serves a population of which 70% who are below 100% of the Federal Poverty level, 25% are uninsured, 65% are Medicaid and 7% are Medicare. North Portland Health Center plays a significant role in providing safety net medical services to residents in the community.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of annual client visits	17,099	18,858	15,500	17,756
Outcome	% of children who are up to date on immunizations at 35 months of age	62.0%	75.0%	82.0%	85.0%
Efficiency	Number of days for a new patient appointment	7	5	7	7
Quality	% of patients who would "strongly agree" to recommend clinic to friends/family	62.0%	70.0%	70.0%	75.0%

### Performance Measure - Description

Output: Total number of client visits.

Outcome: % of children who are immunized by 35 months: Immunizations are vitally important in preventing infectious diseases, many of which can occur in the first year of life.

Efficiency: # of days for new patient appointment: Measures effectiveness of timely availability for underserved Multnomah County residents to access health care services.

Quality: Client satisfaction survey question which asks if they would recommend this clinic to family/friends.

Performance Measures Variance Explanation:

# of annual client visits has been negatively impacted by prolonged physician vacancies.

## Legal/Contractual Obligation

North Portland Health Clinic complies with the Bureau of Primary Health Care (BPHC) grant, JCAHO accreditation requirements and CareOregon contractual obligations.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,844,953	\$1,658,079	\$1,514,258
Contracts	\$0	\$76,060	\$0	\$39,721
Materials & Supplies	\$0	\$179,083	\$4,508	\$135,775
Internal Services	\$99,197	\$763,981	\$202,332	\$692,369
Total GF/non-GF:	<b>\$99,197</b>	<b>\$3,864,077</b>	<b>\$1,864,919</b>	<b>\$2,382,123</b>
Program Total:	<b>\$3,963,274</b>		<b>\$4,247,042</b>	
Program FTE	0.00	27.80	20.00	9.40
<b>Program Revenues</b>				
Indirect for dep't Admin	\$230,888	\$0	\$147,747	\$0
Fees, Permits & Charges	\$4,000	\$119,246	\$0	\$129,760
Intergovernmental	\$0	\$3,744,831	\$1,809,040	\$2,252,363
<b>Total Revenue:</b>	<b>\$234,888</b>	<b>\$3,864,077</b>	<b>\$1,956,787</b>	<b>\$2,382,123</b>

## Explanation of Revenues

North Portland Health Clinic is supported by federal BPHC grant, state family planning grant, state funds for maternal & child health services through the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services, as well as enhanced Medicaid/Medicare fee revenue. County General Fund is used as local in-kind to obtain and keep Primary Care and Family Planning grants and to serve uninsured patients. In addition, the program collects \$4,000 general fund income from property rental.

Medical fees: \$3,301,917  
Federal Primary Care grant: \$790,449  
State Family Planning: \$48,167  
State Maternal & Child Health: \$46,630  
County General Fund: \$59,879

## Significant Program Changes

Last year this program was: #40019, North Portland Health Clinic

**Lead Agency:** Health Department

**Program Contact:** Michael Crocker

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Northeast Health Center (NEHC), provides comprehensive primary care and behavioral health services to the diverse, poor, underserved residents in NE Portland. The Northeast clinic was strategically placed to provide culturally competent care to a population that otherwise may not have access to medical care.

### Program Description

Northeast Health Clinic primary care services are designed to be a patient centered medical home. This includes reducing barriers to access, integration of behavioral health services, providing continuity and coordination of services and collaboration with community partners. Culturally competent primary care services are provided which include, treatment of acute and chronic illnesses, behavioral health, family planning, prenatal and preventive services (well child, immunizations). Ancillary support services are operationally integrated and include pharmacy and lab. Enabling services include Medicaid eligibility screening, medical interpretation, transportation, case management and health education. Northeast Health Clinic serves a racially diverse population of which 75% are below 100% of the Federal Poverty level, 25% are uninsured, 70% are Medicaid recipients and 4% use Medicare. Northeast Health Clinic plays a significant role in providing safety net medical services to residents in the community.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of annual client visits	24,859	25,284	24,656	26,214
Outcome	Percentage of children who are up to date on immunizations at 35 months of age	74.0%	85.0%	83.0%	85.0%
Efficiency	Number of days for a new patient appointment	6	7	7	7
Quality	% of patients who would "strongly agree" to recommend clinic to friends/family	64.0%	70.0%	71.0%	75.0%

### Performance Measure - Description

Output: Total number of client visits.

Outcome: % of children who are immunized by 35 months: Immunizations are vitally important in preventing infectious diseases, many of which can occur in the first year of life.

Efficiency: # of days for new patient appointment: Measures effectiveness of timely availability for underserved Multnomah County residents to access health care services.

Quality: Client satisfaction survey question which asks if they would recommend this clinic to family/friends.



## Legal/Contractual Obligation

The NEHC complies with the Bureau of Primary Health Care (BPHC) grant, State Family Planning agency grant, Joint Commission Accreditation requirements, CLIA (Laboratory accreditation) requirements and CareOregon contractual obligations. The NEHC contracts with CARES Northwest at Legacy Emanuel Hospital to provide two days per week of medical assessment services for children suspected to be victims of child abuse.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$4,070,354	\$2,342,659	\$1,945,188
Contracts	\$0	\$141,526	\$0	\$124,050
Materials & Supplies	\$0	\$206,314	\$0	\$220,068
Internal Services	\$130,443	\$928,703	\$265,179	\$829,049
Total GF/non-GF:	<b>\$130,443</b>	<b>\$5,346,897</b>	<b>\$2,607,838</b>	<b>\$3,118,355</b>
Program Total:	<b>\$5,477,340</b>		<b>\$5,726,193</b>	
Program FTE	0.00	39.30	15.00	24.60
<b>Program Revenues</b>				
Indirect for dep't Admin	\$319,518	\$0	\$193,410	\$0
Fees, Permits & Charges	\$0	\$221,901	\$0	\$235,642
Intergovernmental	\$0	\$5,124,996	\$2,559,529	\$2,882,713
<b>Total Revenue:</b>	<b>\$319,518</b>	<b>\$5,346,897</b>	<b>\$2,752,939</b>	<b>\$3,118,355</b>

## Explanation of Revenues

Northeast Health Clinic is supported by federal BPHC grant, State Family Planning grant, state funds for maternal & child health services through the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services, as well as enhanced Medicaid/Medicare fee revenue. County General Fund is used as local in-kind to obtain and keep Primary Care and Family Planning grants and to serve uninsured patients.

Medical fees: \$4,848,246  
Federal Primary Care grant: \$692,581  
State Family Planning: \$69,639  
State Maternal & Child Health: \$67,418  
County General Fund: \$48,309

## Significant Program Changes

Last year this program was: #40020, Northeast Health Clinic

**Lead Agency:** Health Department

**Program Contact:** DAVICH Jodi W

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Westside Health Center (WSHC) and its outreach programs are the primary hub for Multnomah County's (MC) homeless, providing comprehensive medical, behavioral and addictions (A&D) case management, access to medications and social services. The WSHC outreach clinic at St. Francis Dining Hall engages and serves the most disenfranchised homeless.

### Program Description

WSHC is the anchor of the Health Care for the Homeless Program. Sixty-five percent of Westside Clients are homeless. WSHC serves the County's most medically complex clients, providing significant mental health and addictions care. Many clients have dual diagnoses, such as bipolar/schizophrenia, drug/alcohol abuse and serious medical conditions. Many have hepatitis C, MRSA or diabetes. Westside Health Center plays a key role in stopping the cycle of incarceration by providing healthcare access to over 200 chronically mentally ill clients from corrections. Services are provided in collaboration with community mental health, corrections, drug treatment and shelters to provide access to their neediest homeless clients. Case management includes coordination with housing providers to increase supportive housing units and works to meet the goals of the 10 year plan to End Homelessness. Last year, WSHC and outreach programs helped 1,500 severely mentally ill clients access psychiatric medications, who may otherwise remain untreated on the streets, posing a potentially greater risk to the general population.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of client visits	20,042	26,248	10,295	3,450
Outcome	Patients will be screened for depression on an annual basis	73.0%	90.0%	82.0%	90.0%
Efficiency	Number of days for a new patient appointment	5	5	7	7
Quality	% of Patients who would "strongly agree" to recommend clinic to friends/family	63.0%	70.0%	65.0%	70.0%

### Performance Measure - Description

Output: Output: Total number of client visits.

Outcome: Percentage of patients who are screened for depression. This is important in this population due to the high penetration of serious mental illness.

Efficiency: # of days for new patient appointment: Measures effectiveness of timely availability for underserved Multnomah County residents to access health care services.

Quality: Client satisfaction survey question which asks if they would recommend this clinic to family/friends.

## Legal/Contractual Obligation

WSHC complies with the Bureau of Primary Health Care grant, JCAHO accreditations requirements and managed care companies' (e.g. CareOregon, FamilyCare, etc.) contractual obligations. WSHC meets all Federally Qualified Health Center (FQHC) designated requirements, such as; provision of comprehensive primary care and supportive care services; and services be available to all regardless of ability to pay are two examples.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$3,809,951	\$298,298	\$666,725
Contracts	\$0	\$494,032	\$53,419	\$302,940
Materials & Supplies	\$59,496	\$155,345	\$8,299	\$80,219
Internal Services	\$238,075	\$757,095	\$288,873	\$379,122
Total GF/non-GF:	<b>\$297,571</b>	<b>\$5,216,423</b>	<b>\$648,889</b>	<b>\$1,429,006</b>
Program Total:	<b>\$5,513,994</b>		<b>\$2,077,895</b>	
Program FTE	0.00	35.50	0.56	6.42
<b>Program Revenues</b>				
Indirect for dep't Admin	\$311,735	\$0	\$88,631	\$0
Fees, Permits & Charges	\$0	\$69,488	\$0	\$9,680
Intergovernmental	\$0	\$5,146,935	\$347,271	\$1,419,326
<b>Total Revenue:</b>	<b>\$311,735</b>	<b>\$5,216,423</b>	<b>\$435,902</b>	<b>\$1,429,006</b>

## Explanation of Revenues

Westside Health Clinic is supported by federal BPHC grant as well as enhanced Medicaid/Medicare fee revenue. County General Fund is used as local in-kind to obtain and keep Primary Care and to serve uninsured patients.

Medical fees: \$690,067

Federal Primary Care Homeless grant: \$1,086,210

County general fund: \$301,618

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #40021, Westside Health Clinic

As a result of an expansion of medical capacity in the downtown service area and community partnership with Central City Concern, downtown Westside primary care clients are being offered a transfer to either Central City Concern or other downtown providers. The remaining patients will be offered the opportunity to relocate to the new Southeast primary care clinic in Feb 2013. This program offer is for 7 months of operations with a significantly reduced staffing level.

**Lead Agency:** Health Department

**Program Contact:** COCKRELL Deborah S

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Mid-County Health Center (MCHC) serves clients in the poorest and most culturally diverse area of Multnomah County. MCHC provides vital health services for patients who, even if insured, would remain isolated from traditional forms of medical care because of where they live, the language they speak and their higher level of complex healthcare needs. With its Refugee Program and culturally competent staff, MCHC is an important health care safety net for thousands of uninsured and underinsured members of the community.

### Program Description

MCHC provides culturally competent, comprehensive primary care, preventive health and enabling services such as transportation, translation, case management and health education which address the needs of the whole person. Care that addresses their beliefs and culture is more likely to succeed in improving and maintaining their health. MCHC is tightly linked with refugee resettlement agencies (i.e., SOAR, IRCO, Catholic Charities). About 80% of all clients are or were refugees (Russia, Somalia, Sudan, Latin America, Vietnam, etc.). More than 80% of the MCHC staff speak a second language, many were refugees themselves. Sixty-eight percent of clients have incomes at or below 100% of FPL, while 99.1% are at or below 200% of FPL. MCHC services are designed specifically to prevent people from needing more costly and often less appropriate care. The refugee population often receive no preventative care at home, leading to a disproportionately high rate of serious medical conditions (ie. diabetes, hypertension, heart disease, cancer). Most client families have three or more children; some 10 or 11 - often with serious health problems (ie. asthma, diabetes, poor nutrition, no dental care, post-traumatic stress, etc.) which impact their schooling and development. This program helps them with pediatric and prenatal services as well as referrals. Many children receive their first complete set of vaccines at MCHC.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of annual client visits	45,054	47,418	45,765	45,287
Outcome	Percentage of children who are up to date on immunizations at 35 months of age	67.0%	75.0%	82.0%	85.0%
Efficiency	Number of days for a new patient appointment	6	5	6	7
Quality	% of patients who would "strongly agree" to recommend clinic to friends/family	72.0%	70.0%	70.0%	75.0%

### Performance Measure - Description

Output: Total number of client visits.

Outcome: % of children who are immunized by 35 months: Immunizations are vitally important in preventing infectious diseases, many of which can occur in the first year of life.

Efficiency: # of days for new patient appointment: Measures effectiveness of timely availability for underserved Multnomah County residents to access health care services.

Quality: Client satisfaction survey question which asks if they would recommend this clinic to family/friends.

## Legal/Contractual Obligation

MCHC complies with the Bureau of Primary Health Care (BPHC) grant, state Family Planning agency grant, Joint Commission Accreditation requirements, CLIA (Laboratory accreditation) requirements and CareOregon contractual obligations.

MCHC meets all Federally Qualified Health Center (FQHC) designated requirements, such as; provision of comprehensive primary care and supportive care services; and services be available to all regardless of ability to pay as two examples.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$7,340,001	\$4,830,423	\$2,797,659
Contracts	\$0	\$302,707	\$250,109	\$337,693
Materials & Supplies	\$0	\$553,169	\$5,867	\$437,622
Internal Services	\$178,326	\$1,767,327	\$469,722	\$1,565,969
Total GF/non-GF:	<b>\$178,326</b>	<b>\$9,963,204</b>	<b>\$5,556,121</b>	<b>\$5,138,943</b>
Program Total:	<b>\$10,141,530</b>		<b>\$10,695,064</b>	
Program FTE	0.00	70.50	55.30	14.90
<b>Program Revenues</b>				
Indirect for dep't Admin	\$595,321	\$0	\$318,734	\$0
Intergovernmental	\$0	\$9,963,204	\$5,263,335	\$5,138,943
<b>Total Revenue:</b>	<b>\$595,321</b>	<b>\$9,963,204</b>	<b>\$5,582,069</b>	<b>\$5,138,943</b>

## Explanation of Revenues

Mid County Health Clinic is supported by federal BPHC grant, state family planning grant, state funds for maternal & child health services through the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services, as well as enhanced Medicaid/Medicare fee revenue. County General Fund is used as local in-kind to obtain and keep Primary Care and Family Planning grants and to serve uninsured patients.

Medical fees: \$9,295,453

State Refugee Screening grant: \$449,800

Federal Primary Care grant: \$467,408

State Maternal & Child Health grant: \$93,270

State Family Planning: \$96,347

County general fund: \$292,786

## Significant Program Changes

Last year this program was: #40022, Mid County Health Clinic

**Lead Agency:** Health Department

**Program Contact:** MORROW Marcia M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The East County Health Center (EHC) provides comprehensive primary care and behavioral health services to the diverse, poor, underserved residents in East Multnomah County. The clinic serves seasonal migrant workers, pregnant women, infants, children that reside in East Multnomah County who, even if insured, would remain isolated from traditional forms of medical care because of where they live, the language they speak and their higher level of complex healthcare needs.

### Program Description

East County Health Center primary care services are designed to be a patient centered medical home. This includes reducing barriers to access, integration of behavioral health services, providing continuity and coordination of services and collaboration with community partners. Culturally competent primary care services are provided which include, treatment of acute and chronic illnesses, behavioral health, family planning, prenatal and preventive services (well child, immunizations). Ancillary support services are operationally integrated and include pharmacy and lab. Enabling services include Medicaid eligibility screening, medical interpretation, transportation, case management and health education. East County Health Center serves a culturally diverse population (59% Latino) of which 80% who are below 100% of the Federal Poverty Level, 20% are uninsured, 75% use Medicaid and 3% use Medicare. East County Health Center plays a significant role in providing safety net medical services to residents in the community.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of annual client visits	39,632	42,905	40,555	41,915
Outcome	Percentage of children who are up to date on immunizations at 35 months of age	73.0%	85.0%	81.0%	85.0%
Efficiency	Number of days for a new patient appointment	8	5	7	7
Quality	% of patients who would "strongly agree" to recommend clinic to friends/family	76.0%	70.0%	75.0%	75.0%

### Performance Measure - Description

Output: Total number of clients served

Outcome: Percentage of children who are immunized by 35 months: Immunizations are vitally important in preventing infectious diseases, many of which can occur in the first year of life.

Efficiency: Number of days for new patient appointment: Measures effectiveness of timely availability for underserved Multnomah County residents to access healthcare services.

Quality: % of patients who would strongly agree--clinic focus group formed to address specific identified issues.

## Legal/Contractual Obligation

The ECHC complies with the Bureau of Primary Health Care (BPHC) grant, state Family Planning agency grant, Joint Commission Accreditation requirements, CLIA (Laboratory accreditation) requirements and CareOregon contractual obligations. ECHC meets all Federally Qualified Health Center (FQHC) designated requirements, such as; provision of comprehensive primary care and supportive care services; and services be available to all regardless of ability to pay as two examples.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$5,964,572	\$4,212,785	\$2,337,148
Contracts	\$0	\$237,036	\$227,924	\$211,859
Materials & Supplies	\$67,673	\$257,260	\$580	\$321,735
Internal Services	\$39,905	\$1,766,497	\$423,263	\$1,452,838
Total GF/non-GF:	<b>\$107,578</b>	<b>\$8,225,365</b>	<b>\$4,864,552</b>	<b>\$4,323,580</b>
Program Total:	<b>\$8,332,943</b>		<b>\$9,188,132</b>	
Program FTE	0.00	57.40	48.60	14.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$491,715	\$0	\$268,163	\$0
Fees, Permits & Charges	\$0	\$231,204	\$0	\$239,350
Intergovernmental	\$0	\$7,994,161	\$4,585,405	\$4,084,230
<b>Total Revenue:</b>	<b>\$491,715</b>	<b>\$8,225,365</b>	<b>\$4,853,568</b>	<b>\$4,323,580</b>

## Explanation of Revenues

East County Health Clinic is supported by federal BPHC grant, state family planning grant, state funds for maternal & child health services through the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services, as well as enhanced Medicaid/Medicare fee revenue. County General Fund is used as local in-kind to obtain and keep Primary Care and Family Planning grants and to serve uninsured patients.

Medical fees: \$8,285,915

Federal Primary Care grant: \$431,646

State Maternal & Child Health grant: \$94,160

State Family Planning: \$97,264

County general fund: \$279,147

## Significant Program Changes

Last year this program was: #40023, East County Health Clinic



**Lead Agency:** Health Department

**Program Contact:** Susan Kirchoff

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The School-Based Health Center program provides access to comprehensive preventive, primary, and mental healthcare for Multnomah County school-aged youth to keep them healthy and ready to learn. Without this safety net many school aged youth would not receive necessary health care. The 13 School-Based and School-Linked sites provide critical points of access to health care regardless of insurance status. SBHC's contribute to learning readiness through optimizing the learning environment by linking health and education for student success in school and life. This work is achieved through partnerships with schools, families, healthcare providers and community agencies.

### Program Description

The School-Based Health Center program operates 13 fully equipped medical clinics. Twelve clinics are located in schools and one clinic is school linked. This program assures access to care by providing service ties beyond regular school times, with multiple sites open during the summer and school breaks to ensure continuity of care. Staffing includes a nurse practitioner, registered nurse, medical support staff and an office assistant. Services include chronic, acute and preventive healthcare; age appropriate reproductive health; exams, risk assessments, prescriptions, immunizations, fitness and nutrition education/counseling and referrals. This comprehensive approach enables early identification and intervention, thereby reducing risk behaviors. Program locations are geographically diverse and all MC school aged youth are eligible to receive services (attending other schools, drop-outs, homeless, detention). The program strives to ensure that basic physical and behavioral needs of youth are met to help them attend, participate and remain in school. Healthcare for school aged youth is a basic need.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	% of patients with three or more visits with a risk assessment in the last year	72.0%	75.0%	68.0%	75.0%
Outcome	% of patients with persistent asthma prescribed appropriate medications	0.0%	80.0%	83.0%	80.0%
Quality	% of patients who would "strongly agree" to recommend to family and friends	73.0%	80.0%	78.0%	80.0%

### Performance Measure - Description

Program measures were chosen reflect work related to our patient centered medical home initiative (Building Better Care).

Key areas of focus include:

- integration of effective methods for disease management,
- reduction in barriers to access to care
- services are organized to be "patient centered"

Conducting risk assessments leads to achieving the program goal of early identification and timely intervention for risk reduction and health promotion.



## Legal/Contractual Obligation

SBHC complies with the Bureau of Primary Health Care grant, JCAHO accreditations requirements and managed care companies' (e.g. CareOregon, FamilyCare, etc.) contractual obligations. SBHC meets all Federally Qualified Health Center (FQHC) designated requirements, such as; provision of comprehensive primary care and supportive care services; and services are available to all regardless of ability to pay as two examples.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,400,409	\$2,257,099	\$2,629,310	\$1,132,854
Contracts	\$25,035	\$13,806	\$10,667	\$219,082
Materials & Supplies	\$81,830	\$422,431	\$204,839	\$385,254
Internal Services	\$240,696	\$636,932	\$501,630	\$502,173
Total GF/non-GF:	<b>\$1,747,970</b>	<b>\$3,330,268</b>	<b>\$3,346,446</b>	<b>\$2,239,363</b>
Program Total:	<b>\$5,078,238</b>		<b>\$5,585,809</b>	
Program FTE	14.03	20.95	21.67	13.22
<b>Program Revenues</b>				
Indirect for dep't Admin	\$199,020	\$0	\$122,441	\$0
Fees, Permits & Charges	\$0	\$217,148	\$0	\$222,771
Intergovernmental	\$0	\$3,113,120	\$1,591,242	\$2,016,592
<b>Total Revenue:</b>	<b>\$199,020</b>	<b>\$3,330,268</b>	<b>\$1,713,683</b>	<b>\$2,239,363</b>

## Explanation of Revenues

School Based Health Centers are supported by federal BPHC grant, state family planning grant, State School Based Health Centers grant through the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services, as well as enhanced Medicaid/Medicare fee revenue. County General Fund is used as local in-kind to obtain and keep Primary Care and Family Planning grants and to serve uninsured patients.

Medical fees: \$2,780,575

State School Based Health Centers grant: \$492,000

Primary Care grant: \$212,835

State Family Planning grant: \$80,000

Capital Expenditures Grant for Roosevelt, Grant & Madison SBHC: \$265,195

County general fund: \$1,755,204

## Significant Program Changes

Last year this program was: #40024, School Based Health Centers

**Lead Agency:** Health Department

**Program Contact:** TOEVS Kim

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Measure 5 Education

### Executive Summary

The Adolescent Health Program implements community and school-based parent and youth education and teacher training designed to address key health disparities among adolescents that include: teen pregnancy, educational attainment, sexually transmitted infections, and other health concerns.

### Program Description

The overall teen pregnancy rate in Multnomah County is higher than the state's rate. Significant disparities exist among Latinas, American Indians, and African Americans when compared to the County as a whole. A recent study of drop out rates in Oregon showed that Multnomah County high schools have the worst graduation rate in the state with dropout rates ranging from 43% to 47%. Teen pregnancy is a factor contributing to dropout rates. Furthermore, STD rates are highest among teens of any age range, and significant disparities exist within this subset as well for African Americans, Latinos, and gay youth.

This program works to reduce teen pregnancy, delay the onset of sexual activity, and strengthen healthy relationship and sexuality skills of adolescents. All program components stress prevention and use culturally specific, evidence based, population focused approaches. Youth education and skill building: Health Educators teach high school and middle school youth directly, using evidence-based culturally specific or general education approaches as appropriate. Sites include public and alternative high schools, SUN programs, public housing units, congregations, and other community sites. Community Services: Based on the theoretical framework of positive youth development, best practice models provide educational sessions that increase skills and knowledge of parents and other supportive adults to communicate with youth about sexual health, relationship skills, and decision making. Teacher Training: Due to ongoing budget deficits, Multnomah County middle schools have eliminated many health teachers and reassigned health education to other areas. The program will support school districts in providing evidence-based comprehensive sexuality education through technical assistance and capacity building effort for teachers, including co-teaching, training, and coaching, as well as curriculum support. Efforts are focused on highest areas of need demographically/geographically based on current local epidemiology.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of participants in educational sessions/training	0	1,200	4,094	3,750
Outcome	Percent of participants demonstrating increased knowledge	0	80	85	80
Quality	% of participants utilizing skills to increase parent to youth communication	0	80	80	80

### Performance Measure - Description

1) Since the beginning of FY12, two grants have been secured, increasing the FTE available and the # of participants to be served. Current year estimate and next year offer reflect the change in capacity. 2) The percentage of program participants that demonstrate increased knowledge about youth sexual health, relationship skills, and decision making skills. 3) The percentage of parent program participants that feel confident they can implement new or improved skills to communicate effectively with their youth.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$241,583	\$20,442	\$245,341	\$333,876
Materials & Supplies	\$26,122	\$703	\$17,694	\$8,747
Internal Services	\$54,465	\$1,914	\$35,901	\$53,583
Total GF/non-GF:	<b>\$322,170</b>	<b>\$23,059</b>	<b>\$298,936</b>	<b>\$396,206</b>
Program Total:	<b>\$345,229</b>		<b>\$695,142</b>	
Program FTE	3.00	0.06	2.70	3.85
<b>Program Revenues</b>				
Indirect for dep't Admin	\$1,381	\$0	\$24,574	\$0
Intergovernmental	\$0	\$23,059	\$0	\$396,206
<b>Total Revenue:</b>	<b>\$1,381</b>	<b>\$23,059</b>	<b>\$24,574</b>	<b>\$396,206</b>

**Explanation of Revenues**

NW Family Services/Healthy Relationships grant - \$309,000  
 Fed/State Latina Teen Pregnancy Prevention grant - \$87,206  
 County General Fund: \$298,936

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #40025, Adolescent Health Promotion

This program has entered into a three year contract with NW Family Services to provide healthy relationship curriculum to 3,000 high school students. This program is receiving new federal funding through the State Office of Family Health to implement a Latina teen pregnancy prevention curriculum.

**Lead Agency:** Health Department

**Program Contact:** WILEY Lynne

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

La Clinica de Buena Salud (The Clinic of Good Health), provides comprehensive primary care and behavioral health services to the diverse, poor, underserved residents in the NE Portland Cully Neighborhood. La Clinica was strategically placed, in partnership with the local community, to provide culturally competent care to a population that otherwise may not have access to medical care.

### Program Description

La Clinica provides culturally competent, comprehensive primary care, preventive health and enabling services such as transportation, translation, case management and health education which address the needs of the whole person. Eighty percent are at or below 100% Federal Poverty Level (FLP). La Clinica health and social services team includes: primary, preventive and urgent health care behavioral health services, case management and resource referral. Although La Clinica was initially intended to primarily serve the Latino community, the program has expanded and responded to the area's changing demographics which include culturally-specific services for Somali immigrants and refugees, and Russian speaking families in the Cully neighborhood and beyond. La Clinica is the County's anchor health care program for homeless children and families. This program supports many of the basic living needs priorities. The offer links closely with the School-aged Policy and Early Childhood Frameworks as well as the Health Equity Initiative. Of those receiving health services, 32% have no insurance. The program initiates consultation and coordination efforts with other providers to build cultural competency among other service providers and lead efforts to solve community problems.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of annual client visits	6,961	6,823	6,836	7,880
Outcome	% of children who are up to date on immunizations at 35 months of age	70.0%	85.0%	82.0%	85.0%
Efficiency	Number of days for a new patient appointment	6	5	6	6
Quality	% of Patients who would "strongly agree" to recommend clinic to friends/family	71.0%	70.0%	75.0%	75.0%

### Performance Measure - Description

Output: Total number of client visits.

Outcome: % of children who are immunized by 35 months: Immunizations are vitally important in preventing infectious diseases, many of which can occur in the first year of life.

Efficiency: # of days for new patient appointment: Measures effectiveness of timely availability for underserved Multnomah County residents to access health care services.

Quality: Client satisfaction survey question which asks if they would recommend this clinic to family/friends.

## Legal/Contractual Obligation

La Clinica complies with the Bureau of Primary Health Care grant, JCAHO accreditation requirements and managed care companies' (e.g. CareOregon, FamilyCare, etc.) contractual obligations. La Clinica meets all Federally Qualified Health Center (FQHC) designated requirements, such as; provision of comprehensive primary care and supportive care services; and services are available to all regardless of ability to pay as two examples.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,155,227	\$611,692	\$708,918
Contracts	\$0	\$37,167	\$0	\$37,674
Materials & Supplies	\$0	\$91,529	\$30,312	\$65,321
Internal Services	\$99,408	\$320,978	\$95,583	\$353,060
Total GF/non-GF:	<b>\$99,408</b>	<b>\$1,604,901</b>	<b>\$737,587</b>	<b>\$1,164,973</b>
Program Total:	<b>\$1,704,309</b>		<b>\$1,902,560</b>	
Program FTE	0.00	10.90	3.60	7.80
<b>Program Revenues</b>				
Indirect for dep't Admin	\$95,897	\$0	\$72,255	\$0
Fees, Permits & Charges	\$0	\$46,736	\$0	\$68,186
Intergovernmental	\$0	\$1,558,165	\$698,693	\$1,096,787
<b>Total Revenue:</b>	<b>\$95,897</b>	<b>\$1,604,901</b>	<b>\$770,948</b>	<b>\$1,164,973</b>

## Explanation of Revenues

La Clinica de Buena Salud is supported by federal BPHC grant, state Family Planning grant, state funds for maternal & child health services through the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services, as well as enhanced Medicaid/Medicare fee revenue. County General Fund is used as local in-kind to obtain and keep Primary Care and Family Planning grants and to serve uninsured patients.

Medical fees: \$1,244,269

Federal Primary Care/Homeless grant: \$564,245

State Maternal & Child Health grant: \$27,129

State Family Planning: \$28,023

County general fund: \$38,894

## Significant Program Changes

Last year this program was: #40026, La Clinica de la Buena Salud

**Lead Agency:** Health Department  
**Program Offer Type:** Innovative/New Program  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Susan Kirchoff

### Executive Summary

The residents of Southeast Portland experience multiple barriers to accessing medical and other safety net health services. Poverty, lack of access to primary care services, limited English proficiency, lack of health insurance and homelessness are a few of the many barriers faced by Southeast's diverse residents. Currently around 29% of the Health Department's clients live in Southeast Portland, 22% are homeless or at risk for homelessness. Data shows these clients also have higher rates of chronic diseases resulting in the need for frequent visits to primary care providers. However currently these high needs clients are forced to travel longer distances to access services, creating a significant barrier to care and a negative impact on health and well being. In addition there are a number of Southeast residents who are unable to access comprehensive care due to a lack of providers who serve Medicaid and uninsured individuals.

### Program Description

The Southeast Primary Care clinic will be located in the Southeast Health Center (34th/Powell). Dental services are currently provided at this site. The clinic will provide comprehensive, culturally competent primary care services which include, treatment of acute and chronic illnesses, behavioral health, family planning, prenatal and preventive services (well child, immunizations) primary care and enabling services and is intended to serve as a medical home for residents of Southeast Portland. This includes reducing barriers to access, integration of behavioral health services, providing continuity and coordination of services and collaboration with community partners. Ancillary support services are operationally integrated and include pharmacy and lab. Enabling services include Medicaid eligibility screening, medical interpretation, transportation, case management and health education.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of new clients served	0	0	0	3,000
Outcome	% of patients who are screened for depression	0.0%	0.0%	0.0%	85.0%
Quality	%who would strongly recommend to family and friends	0.0%	0.0%	0.0%	75.0%

### Performance Measure - Description

**Output:** Number of new clients served, indicates access to primary care for residents.

**Outcome:** Percentage of patients who are screened for depression. This is important in this population due to the high penetration of serious mental illness.

**Quality:** Client satisfaction survey question which asks if they would recommend this clinic to family/friends.

### Legal/Contractual Obligation

SEHC primary care will comply with the Bureau of Primary Health Care grant, JCAHO accreditation's requirements and managed care companies' (e.g. CareOregon, FamilyCare, etc.) contractual obligations. SEHC primary care must meet all Federally Qualified Health Center (FQHC) designated requirements, such as; provision of comprehensive primary care and supportive care services; and services are available to all regardless of ability to pay as two examples.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$713,185	\$159,064
Contracts	\$0	\$0	\$0	\$32,700
Materials & Supplies	\$0	\$0	\$14,996	\$161,869
Internal Services	\$0	\$0	\$128,377	\$108,092
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$856,558</b>	<b>\$461,725</b>
Program Total:	<b>\$0</b>		<b>\$1,318,283</b>	
Program FTE	0.00	0.00	6.62	2.50
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$29,059	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$40,594
Intergovernmental	\$0	\$0	\$607,032	\$421,131
Other / Miscellaneous	\$0	\$0	\$249,526	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$885,617</b>	<b>\$461,725</b>

### Explanation of Revenues

Southeast Health Clinic will be supported by Medicaid/Medicare fee revenue and medical fees from prior fiscal years classified in FY2012 as beginning working capital.

\$249,526 in beginning working capital will be used in FY2013 to fund initial start up costs of the new clinic. The \$607,032 in county general fund support reflected herein is Medicaid wraparound revenue now classified as general fund as a result of the change in accounting rules.

Medical fees: \$1,068,757

Beginning Working Capital: \$249,526

### Significant Program Changes

#### Last year this program was:

This is a new program offer with a proposed clinic opening date of February 2013.

**Lead Agency:** Health Department

**Program Contact:** WILEY Lynne

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Rockwood Community Health Center (RCHC) provides comprehensive primary care and behavioral health services to the diverse, poor, under-served residents in the East County Rockwood area the Rockwood clinic was strategically placed to provide culturally competent care to a population that otherwise may not have access to medical care.

### Program Description

Rockwood Community Health Center primary care services are designed to be a patient centered medical home. This includes reducing barriers to access, integration of behavioral health services, providing continuity and coordination of services and collaboration with community partners. Culturally competent primary care services are provided which include, treatment of acute and chronic illnesses, behavioral health, family planning, prenatal and preventive services (well child, immunizations). Ancillary support services are operationally integrated and include pharmacy and lab. Enabling services include Medicaid eligibility screening, medical interpretation, transportation, case management and health education. Rockwood Community Health Center plays a significant role in providing safety net medical services to residents in the community. Forty percent of the over 40,000 residents earn less than 200% of the federal poverty level and 20-30% are uninsured. From 2000 to 2007, the number of persons of color in Rockwood increased by 54% (the countywide increase was 27%). Furthermore, 62% of the 7,000 plus Rockwood residents living below 100% of the federal poverty level are persons of color (which is 20% higher than the countywide average) and five of the area's eight census tracts are designated as medically underserved populations in recognition of access issues residents faced.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# new clients served	2,675	3,640	3,740	4,800
Outcome	Percentage of children who are up to date on immunizations at 35 months of age	74	85	83	85
Quality	% "strongly agree" they would recommend this clinic to friends and family	76.0%	70.0%	75.0%	75.0%

### Performance Measure - Description

Output: # of new clients served--measures success in serving residents not previously receiving services from MCHD (source: EPIC system report).

Outcome: Percentage of children who are up to date on immunizations (source: state immunization data).

Quality: % strongly agree they would recommend this clinic to friends and family (source:quarterly patient satisfaction survey).



## Legal/Contractual Obligation

The Rockwood Community Health Center complies with the Bureau of Primary Health Care grant, JCAHO accreditations requirements and managed care companies' (e.g. CareOregon, FamilyCare, etc.) contractual obligations. RCHC meets all Federally Qualified Health Center (FQHC) designated requirements, such as; provision of comprehensive primary care and supportive care services; and services are available to all regardless of ability to pay as two examples.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,381,376	\$1,615,247	\$1,511,590
Contracts	\$0	\$59,635	\$0	\$52,452
Materials & Supplies	\$0	\$156,735	\$221	\$213,786
Internal Services	\$0	\$562,379	\$194,130	\$588,206
Total GF/non-GF:	<b>\$0</b>	<b>\$3,160,125</b>	<b>\$1,809,598</b>	<b>\$2,366,034</b>
Program Total:	<b>\$3,160,125</b>		<b>\$4,175,632</b>	
Program FTE	0.00	23.30	19.70	10.20
<b>Program Revenues</b>				
Indirect for dep't Admin	\$183,013	\$0	\$146,749	\$0
Fees, Permits & Charges	\$0	\$56,678	\$0	\$140,876
Intergovernmental	\$0	\$3,103,447	\$1,758,114	\$2,225,158
<b>Total Revenue:</b>	<b>\$183,013</b>	<b>\$3,160,125</b>	<b>\$1,904,863</b>	<b>\$2,366,034</b>

## Explanation of Revenues

Rockwood Community Health Center is supported by federal BPHC grant, state family planning grant, state funds for maternal & child health services through the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services, as well as enhanced Medicaid/Medicare fee revenue. County General Fund is used as local in-kind to obtain and keep Primary Care and Family Planning grants and to serve uninsured patients.

Medical fees: \$3,413,394  
Federal Primary Care grant: \$661,591  
State Maternal & Child Health grant: \$24,182  
State Family Planning: \$24,981  
County general fund: \$51,484

## Significant Program Changes

Last year this program was: #40029, Rockwood Health Clinic

**Lead Agency:** Health Department

**Program Contact:** ABDELLATIF Vanetta M

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Clinical Directors ensure that MDs, NPs, PAs, RNs, and LPNs have the necessary training, skills and knowledge to practice competently; patient care adheres to all pertaining regulations; clinical quality improvement (QI) initiatives are effective and appropriate for the communities we serve; and patient care is safe, cost effective, and based on proven best practices.

### Program Description

Medical services:

1. Oversees initiatives to improve quality, safety, cost effectiveness, and access; develops and implements patient care guidelines, policies, procedures.
2. Recruits, hires, credentials and monitors provider performance; oversees in-house nursing and medical educational programs.
3. Sets and monitors provider and nursing productivity goals.
4. Investigates and remedies untoward clinical incidents and errors.
5. Ensures that patient care meets all rules, regulations and standards set forth by regulatory agencies, contractors, grantors and accrediting agencies.
6. Ensures that administrative practices are consistent with quality patient care.

Directors are accountable for legal conformance, quality and safety of patient care, need-based and scientifically justified service design, and efficient use of public funds.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	80% (or more) of our providers are meeting their minimum productivity goals.	80.0%	75.0%	72.0%	80.0%
Outcome		0	0	0	0
Quality	Maintain compliance with regulatory and licensing standards/boards	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

1) 80% (or more) of providers meet their current productivity goals. By recruiting and retaining providers as well as providing leadership and support to existing providers, they will increase access through meeting productivity goals.

## Legal/Contractual Obligation

Oregon State Board of Nurses, Oregon State Board of Medical Examiners, Medicaid and Medicare rules and regulations, Joint Commission on Accreditation of Healthcare Organizations, stipulations of multiple federal and state grants, CareOregon contract, Central City Concern contract.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$652,679	\$103,161	\$881,818	\$101,050
Contracts	\$15,096	\$0	\$14,096	\$0
Materials & Supplies	\$77,325	\$7,500	\$74,085	\$7,588
Internal Services	\$37,782	\$7,571	\$61,319	\$9,594
Total GF/non-GF:	<b>\$782,882</b>	<b>\$118,232</b>	<b>\$1,031,318</b>	<b>\$118,232</b>
Program Total:	<b>\$901,114</b>		<b>\$1,149,550</b>	
Program FTE	3.70	0.00	5.36	0.10
<b>Program Revenues</b>				
Indirect for dep't Admin	\$5,463	\$0	\$7,334	\$0
Intergovernmental	\$0	\$118,232	\$0	\$118,232
<b>Total Revenue:</b>	<b>\$5,463</b>	<b>\$118,232</b>	<b>\$7,334</b>	<b>\$118,232</b>

## Explanation of Revenues

Medical Directors (Physician, Nurse Practitioner and Nursing) is primarily funded with county general fund. Additionally the Department has been awarded 2 research grants: 1) Kaiser Foundation grant to participate in a research project for cardiovascular disease risk factors among diabetic patients in federally qualified health centers, and 2) Health Resources Services Administration grant through OCHIN, for support of a project to build research infrastructure to support effectiveness studies.

Kaiser Foundation: \$91,232

OCHIN: \$27,000

County General Fund: \$1,031,318

## Significant Program Changes

**Last year this program was:** #40030, Medical Directors (Physician, Nurse Practitioner and Nursing)

Added a deputy medical director to this program offer. With Health Transformation and the need to coordinate medical records across systems, there is a need to optimize our Electronic health records (EHR) which requires clinical leadership and oversight. The new deputy medical director has responsibility for providing EHR leadership, as well as maintaining a clinical practice and supporting providers in their clinical practice.

**Lead Agency:** Health Department

**Program Contact:** Carol Richmond

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Pharmacy provides essential clinical support to health delivery and emergency preparedness programs in the Health Department.

### Program Description

Pharmacy Services utilizes various contracts to procure medication for dispensing to Health Department clients. Medications are dispensed to uninsured clients including high numbers of mentally ill, clients of public health programs such as the Sexually Transmitted Disease Prevention and the Tuberculosis Clinics as well as youth in School Based Health Clinics. The program bills third parties, assists clients in obtaining low-cost/free drugs from manufacturers, and provides staff consultation and patient education regarding medications. Pharmacy Services provides essential support to the health delivery and emergency preparedness programs within the Health Department; and assists in the treatment and monitoring of clients receiving health care in Health Department facilities and programs. Uninsured, public health programs (TB, STD, CD) and School Based Health clients comprise close to 40% of the total work of the program.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Prescriptions Filled	353,260	401,000	320,000	350,000
Outcome	Average prescription cost	33	35	41	38

### Performance Measure - Description

The prescription volume reflects staffing needs, materials and supplies, expenditures and revenue. The average prescription cost reflects prescription volume, expenditures, staffing, materials and supplies but not revenue.

## Legal/Contractual Obligation

Various grants require a provision for pharmacy services. State mandated public health services are provided.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$4,624,364	\$0	\$4,950,677
Contracts	\$0	\$220,305	\$0	\$209,800
Materials & Supplies	\$291,501	\$7,070,723	\$0	\$6,556,161
Internal Services	\$141,052	\$1,291,608	\$0	\$1,466,762
Total GF/non-GF:	<b>\$432,553</b>	<b>\$13,207,000</b>	<b>\$0</b>	<b>\$13,183,400</b>
Program Total:	<b>\$13,639,553</b>		<b>\$13,183,400</b>	
Program FTE	0.00	42.75	0.00	44.25
<b>Program Revenues</b>				
Indirect for dep't Admin	\$789,150	\$0	\$817,678	\$0
Fees, Permits & Charges	\$0	\$780,000	\$0	\$674,000
Intergovernmental	\$0	\$12,427,000	\$0	\$12,509,400
<b>Total Revenue:</b>	<b>\$789,150</b>	<b>\$13,207,000</b>	<b>\$817,678</b>	<b>\$13,183,400</b>

## Explanation of Revenues

Pharmacy is funded through prescription fees and revenue from pharmacy patient assistance programs. Pharmacy was not allocated an county general fund support because reimbursement from 3rd party fees, patient fees and assistance program have been sufficient to cover costs of the program.

Third Party Fees: \$12,509,400

Patient Fees: \$395,000

Patient Assistance Programs: \$279,000

## Significant Program Changes

Last year this program was: #40031, Pharmacy

**Lead Agency:** Health Department

**Program Contact:** ABDELLATIF Vanetta M

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Lab, X-ray, and Health Information Management provide essential clinical support to health delivery and emergency preparedness programs in the Health Department. These programs provide service support to delivery of care to clients of Health Department services including Primary Care, School Based Health Clinics, Disease Prevention Clinics, Dental and Corrections Health. A large percentage of uninsured clients are experiencing homelessness, mental illness and/or are women and children.

### Program Description

Laboratory: Test clinical and environmental specimens, manage contracts, prepare for bio-terrorism and emergencies and surveillance of emerging infections. X-ray: Maintain diagnostic imaging and film archives. Health Information Management: Manage medical records systems to ensure comprehensive clinical documentation and compliance with all applicable licensing, regulatory and accreditation standards. Also fulfills role of Health Department's Privacy Official as required by HIPAA. The Clinical Infrastructure Services Group provides essential support to the health delivery and emergency preparedness programs within the Health Department. Laboratory and X-ray assist in the diagnosis, treatment, and monitoring of clients receiving health care in Health Department facilities. Health Information Management ensures proper documentation of health care services and provides direction, monitoring and reporting of federally required HIPAA compliance activities.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of records requests completed	10,500	9,700	11,000	10,000
Outcome	X-rays taken	6,262	6,600	6,100	6,500
Outcome	Number of laboratory specimens handled	233,092	275,000	253,000	268,180
Quality	Lab proficiency/competency levels through internal and external testing program	95.0%	95.0%	95.0%	95.0%

### Performance Measure - Description

### Legal/Contractual Obligation

Federal and state mandates require maintenance of medical records. HIPAA and state confidentiality and privacy laws require adherence to standards. Various grants require provisions of laboratory and X-ray services. The EMR and Practice Management contractual obligations will be as per the contractual agreement between Multnomah County Health Department (MCHD) and OCHIN. Multnomah County Health Department is the client receiving services from OCHIN in this agreement.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,494,844	\$0	\$2,567,938	\$0
Contracts	\$10,750	\$0	\$8,850	\$0
Materials & Supplies	\$74,685	\$0	\$78,328	\$0
Internal Services	\$364,043	\$0	\$373,583	\$0
Total GF/non-GF:	<b>\$2,944,322</b>	<b>\$0</b>	<b>\$3,028,699</b>	<b>\$0</b>
Program Total:	<b>\$2,944,322</b>		<b>\$3,028,699</b>	
Program FTE	26.90	0.00	27.60	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

Revenue for laboratory and X-ray services are included in medical visit revenue. It is a reflection of medical visits and payor mix. General fund is used to pay for services to the uninsured clients served by the Health Department as well as deliver mandated public health services.

County General Fund: \$3,028,699

### Significant Program Changes

**Last year this program was:** #40032, Lab, X-Ray and Medical Records

Plans to eliminate radiology services at Westside Health Center during FY 12-13 to correspond with the transition of patients to other downtown clinics and/or SEHC.

**Lead Agency:** Health Department

**Program Contact:** Marilyn Boss

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Primary Care and Dental Access and Referral (PCARD) Program is the gateway for new patients appointed into Multnomah County Health Department's (MCHD) Primary Care and Dental System, and for established uninsured patients referred into community specialty care.

MCHD Information and Referral and Languages Services provide written translation, oral and sign language interpretation throughout the department's programs and services.

### Program Description

PCARD is the point of entry for scheduling new clients for both the Primary Care and dental clinics. PCARD also facilitates access to specialty referrals and charity care for uninsured patients in collaboration with Project Access. PCARD provides appointments and referrals in collaboration with County and other community organizations, ensuring consistent patient information and tracking. PCARD also provides information and referral for MCHD medical, dental and social services and key community service partners. MCHD Language Services provides interpretation in over 50 languages and sign language for all MCHD services and programs and for established patients who access specialty care in the community. Comprehensive written translation for clinical and non-clinical programs and services is also provided. MCHD Language Services is the central coordinator for thousands of patient/client interpretation requests and translations each year for multiple programs/services. This key service ensures that patients and clients through the department's Refugee and Screening Program, and those who have Limited English Proficiency, receive culturally competent interpretation.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of new patients who receive appointments	10,836	11,500	10,200	10,365
Outcome	# of uninsured patients who receive specialty care	1,285	1,250	1,340	1,450

### Performance Measure - Description

Output: Number of new patients who receive a new patient appointment (medical and dental). This has been negatively impacted in FY 12 by prolonged provider vacancies due to difficulty recruiting physicians.

Outcome: Number of uninsured patients who receive specialty care referral-measures the success of efforts to connect uninsured clients to community charity care.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$910,142	\$0	\$549,952	\$421,587
Contracts	\$90,989	\$23,848	\$28,917	\$59,483
Materials & Supplies	\$0	\$22,828	\$24,518	\$0
Internal Services	\$42,700	\$68,324	\$47,451	\$107,170
Total GF/non-GF:	<b>\$1,043,831</b>	<b>\$115,000</b>	<b>\$650,838</b>	<b>\$588,240</b>
Program Total:	<b>\$1,158,831</b>		<b>\$1,239,078</b>	
Program FTE	11.00	0.00	7.50	4.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$6,871	\$0	\$36,485	\$0
Intergovernmental	\$0	\$115,000	\$0	\$588,240
<b>Total Revenue:</b>	<b>\$6,871</b>	<b>\$115,000</b>	<b>\$36,485</b>	<b>\$588,240</b>

**Explanation of Revenues**

Primary Care and Dental Access and Referral is funded with county general fund and is also supported with revenue from the Bureau of Primary Health Care.

County general fund: \$650,838

Federal Primary Care grant: \$588,240

**Significant Program Changes**

**Last year this program was:** #40033, Primary Care and Dental Access and Referral

**Lead Agency:** Health Department

**Program Contact:** ABDELLATIF Vanetta M

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Clinical Infrastructure (Quality and Support) Program provides pivotal oversight by managing the Bureau of Primary Health Care (BPHC) grant, developing and implementing fiscal accountability programs and access to health care, initiating and sustaining clinical and administrative quality and safety activities and improvements, and coordinating adherence to healthcare standards and regulations.

### Program Description

This program supports services within the project scope of the BPHC grant, which has continued to increase since our initial award in 1977. The funding is significant and facilitates the mission of increasing access to needed health services to the County's most vulnerable. BPHC funding requires strict adherence to federal laws mandating which services must be provided as a Federally Qualified Health Center (FQHC) which results in additional Medicaid revenue for Oregon Health Plan clients. This funding requires quality services, performance audits and responsiveness to new methods of delivering safe and quality care. Infrastructure and support assures that these efforts are maintained at acceptable thresholds. This program supports the ongoing delivery of Primary Care, Homeless, Dental and School Based Health clinical services through the following activities: Management of all aspects of the BPHC grant, including adherence to all federal program requirements. Review, audit and maintain standards of clinical quality and safety as required to maintain Joint Commission (JCAHO) accreditation, which the BPHC strongly supports. Emphasis on use of data and provision of evidence-based care to increase performance outcomes. Provision of financial analysis, monitoring and revenue development for revenue generating program areas. Development and implementation of systems and processes to streamline service delivery, maintain quality and safety, and increase customer satisfaction. This program measures clinical standards/outcomes, quality, safety and fiscal accountability with other similar health delivery systems. The BPHC and JCAHO are our primary external bench-marking organizations relative to performance indicators. Program includes work with the Community Health Council, client feedback results, and collaborations with other health care delivery systems.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome	Maintain compliance with Joint Commission standards	100.0%	100.0%	100.0%	100.0%
Outcome	BPHC grant renewed annually	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

1. Reflects maintaining good standing as a fully accredited organization under the Joint Commission's standards for BPHC sponsored FQHC's. Conducted through unannounced surveys by the Joint Commission once every three years.
2. Reflects maintenance FQHC standing through meeting all federal rules and requirements; evaluated annually through the grant continuation application process. (Program must meet benchmark of 90% compliance is required to meet standards/rules governing quality and safety, per Bureau of Primary Health Care (BPHC) Accreditation Initiative.)

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$269,441	\$1,596,538	\$316,459	\$1,867,803
Contracts	\$500	\$119,650	\$0	\$143,400
Materials & Supplies	\$8,212	\$88,872	\$55,859	\$121,401
Internal Services	\$58,873	\$187,440	\$103,502	\$237,801
Total GF/non-GF:	<b>\$337,026</b>	<b>\$1,992,500</b>	<b>\$475,820</b>	<b>\$2,370,405</b>
Program Total:	<b>\$2,329,526</b>		<b>\$2,846,225</b>	
Program FTE	2.80	14.90	2.90	16.80
<b>Program Revenues</b>				
Indirect for dep't Admin	\$113,027	\$0	\$140,830	\$0
Intergovernmental	\$0	\$1,105,000	\$0	\$1,122,500
Other / Miscellaneous	\$0	\$887,500	\$0	\$1,247,905
<b>Total Revenue:</b>	<b>\$113,027</b>	<b>\$1,992,500</b>	<b>\$140,830</b>	<b>\$2,370,405</b>

**Explanation of Revenues**

Quality Assurance and Quality Improvement activities are funded primarily from the federal Bureau of Primary Care with additional funding provided by CareOregon based upon eligibility criteria and quality outcome measures described in the CareOregon Medical Home Payment Model.

Federal Primary Care grant: \$1,122,500

CareOregon: \$1,247,905

County general fund: \$475,820

**Significant Program Changes**

Last year this program was: #40034, Quality Assurance

**Lead Agency:** Health Department

**Program Contact:** SARAGOZA Consuelo C

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Health Assessment, Planning and Evaluation informs and supports health program and policy decisions through providing research, evaluation, and program and fund development services. Health Assessment, Planning and Evaluation identifies health issues and concerns within the county, provides leadership for department-wide strategic planning, procures grant funds, and develops and evaluates evidence-based programs. Evaluation efforts are aimed at examining the effectiveness of programs and initiatives and identifies opportunities for community health improvement.

### Program Description

Health Planning and Evaluation provides support through three program areas: Health Assessment and Evaluation (HAE), Program Design and Evaluation Services (PDES), and Grant Development. HAE provides data analysis and evaluation support for program planning and quality improvement efforts across the Health Department, reports on the health status of Multnomah County residents, and provides data support for Grant Development efforts. HAE supports county-wide efforts to achieve health equity and social justice through monitoring and disseminating reports documenting health inequities and conducting health impact assessments. PDES provides evaluation support to county and state programs, initiates and conducts applied research studies to improve community health, shape public policy, and reduce health disparities. PDES designs public health interventions by identifying and applying best practices and generates knowledge about promising new approaches through research and evaluation. Grant Development identifies and tracks public and private sector funding opportunities, develops grant proposals and budgets, and provides technical assistance to Health Department staff and community partners in program planning, proposal writing, and grant management. Over \$25 million was procured to address health issues in FY10-11. Health Planning and Evaluation projects address key areas including tobacco control, obesity, early childhood, school-aged policy, homelessness, poverty, and emergency preparedness. Examples include evaluation of the Healthy Birth Initiative, the Communities Putting Prevention to Work program, and the development of a Community Health Assessment. Grant Development has secured program funds to support early childhood, adolescent health, public health infrastructure, and clinical services. Health Planning and Evaluation programs identify health priorities and direct resources toward improving health. The investment of \$1.49 million in general funds results in over \$23 million in returns from foundation, state and federal grants, and contracts. HAE analyses and reports inform Health Department program planning and improvement and keep communities apprised of health issues of importance.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of requests for data analysis (1)	556	600	200	200
Outcome	Number of grant proposals written (2)	42	37	37	39
Output	Number of reports and presentations disseminated (4)	31	60	56	56
Outcome	Dollar amount (in millions) of grants funded (3)	26	24	24	24

### Performance Measure - Description

- 1) Includes HAE planned projects and ad hoc requests. Note: During FY11-12 the data analyst that runs almost all of the ongoing and special clinical reports for quality improvement and ongoing program monitoring for Integrated Clinical Services (ICS) moved from HAE into a new program within ICS. As a result, the CYE and the NYO numbers have been reduced. The funding for this analyst was never included within the HAE budget.
- 2) Includes Grant Development and PDES proposals.
- 3) Includes HAE and PDES reports and articles.
- 4) Total grant awards in \$millions. FY10-11 actuals reflect American Reinvestment and Recovery Act funding.

## Legal/Contractual Obligation

Program Design and Evaluation Services (PDES) is primarily grant funded, and program continuation is required by grant and contractual obligations.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,156,667	\$892,352	\$1,324,591	\$978,991
Contracts	\$0	\$290,444	\$0	\$545,360
Materials & Supplies	\$35,638	\$79,117	\$24,796	\$80,182
Internal Services	\$155,195	\$114,204	\$143,597	\$127,617
Total GF/non-GF:	<b>\$1,347,500</b>	<b>\$1,376,117</b>	<b>\$1,492,984</b>	<b>\$1,732,150</b>
Program Total:	<b>\$2,723,617</b>		<b>\$3,225,134</b>	
Program FTE	10.50	8.13	11.35	7.55
<b>Program Revenues</b>				
Indirect for dep't Admin	\$82,403	\$0	\$93,930	\$0
Intergovernmental	\$0	\$1,079,800	\$0	\$1,360,630
Other / Miscellaneous	\$0	\$296,317	\$0	\$371,520
Total Revenue:	<b>\$82,403</b>	<b>\$1,376,117</b>	<b>\$93,930</b>	<b>\$1,732,150</b>

## Explanation of Revenues

Health Assessment, Planning and Evaluation is funded by county general fund and from grants through the state Local Public Health Agency award and from other jurisdictions and organizations for evaluation and educational services provided by the Program Design and Evaluation Services (PDES) unit.

State Local Public Health Agency grant: \$581,105  
State of Alaska Tobacco grant: \$607,000  
Oregon Assoc. of Hospitals & Health Systems: \$256,000  
Mercy Corps Health Education Services: \$105,520  
Federal Health & Human Services/HIV Care Smoking Cessation: \$54,525  
State DHS Office of Multicultural Services: \$50,000  
City of Portland Lead Hazard Control Program: \$35,000  
University of Wyoming Tobacco Prevention: \$33,000  
Northwest Health Foundation: \$10,000  
County general fund: \$662,489  
County general fund indirect: \$830,495

## Significant Program Changes

**Last year this program was:** #40035, Health Assessment, Planning and Evaluation

The FTE increase is the result of the transfer of 1.0 FTE grant writer from Integrated Clinical Services. Other funds increased for new evaluation projects for Program Design & Evaluations Services (PDES).

**Lead Agency:** Health Department

**Program Contact:** ABDELLATIF Vanetta M

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Community Health Council (CHC) is a mandated community-based planning body that facilitates community involvement in quality assurance, public policy advocacy, and management accountability for the Health Department. CHC provides oversight of community health center services which include primary care, dental, early childhood services, nursing, school-based health, lab, pharmacy and radiology. The Council is comprised of a minimum 51% consumer – majority membership to ensure that health center users have a voice in the decision making process. The 13 Coalition of Community Health Clinics (CCHC) are community based clinics that have a pivotal role in serving individuals who are under or uninsured in Multnomah County. The Health Department's indemnification program screens volunteer health care professionals for CCHC.

### Program Description

The CHC offers an entry point for residents to give input about how the County can better meet the health needs of the community. The CHC has a critical role in assuring access to health care for our most vulnerable residents; it serves as the governing board required by the Federal Bureau of Primary Health Care to provide oversight of policies and programs within the scope of the Primary Care Grant.

The 13 member Coalition of Community Health Clinics (CCHC) are community-based clinics uniquely able to respond to changing demographics and offer culturally appropriate care while fulfilling their mission of improving and providing health care to the county's most vulnerable populations. The Coalition clinics provide free or low-cost health care to uninsured people. The Council plays a critical role in assuring access to health care for our most vulnerable residents and by serving as the governing board required by the Federal Bureau of Primary Health Care to provide oversight of policies and programs within the scope of the Primary Care Grant. At minimum, 51% of Council Members are county residents who use the Health Department's clinical services. Participation on the Council allows them to better understand and influence how the County system works. Through effective partnerships, the County has leveraged millions of dollars of local, state, and federal revenue, increasing access to services for vulnerable populations through funding of the Community Health Council. County funding of the Coalition of Community Health Clinics' infrastructure fuels the engine that leveraged significant funding. It allowed CCHC to secure additional resources from foundations and other government partners to fund a total organizational budget of \$515,261; and the County's contract for volunteer indemnification provided an additional \$1,558,734 value in volunteer time with an estimated 64,885 total volunteer hours. The County's support of the coalition infrastructure and the Health Department's indemnification program assures access to critical health care for many who would otherwise be without care.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of volunteer hours	65,121	16,700	65,000	65,000
Outcome	Percentage of consumers involved	64.0%	64.0%	64.0%	64.0%

### Performance Measure - Description

Number of volunteer hours includes volunteer hours at the 13 Coalition Clinics for licensed health care professionals that utilize the indemnification program as well as Community Health Council participation at meetings and community events. Percentage of consumers involved includes patient advisory boards represented through the CCHC and consumers represented on the CHC. FY11 actuals, FY12 estimate and FY13 includes volunteer hours from both the Community Health Clinics and the 13 member Coalition of Community Health Clinics.

### Legal/Contractual Obligation

The CHC is federally mandated by the Bureau of Primary Health Care. The CHC’s role as the Citizen Budget Advisory Committee is mandated by County Charter.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$114,163	\$0	\$119,979	\$0
Contracts	\$106,060	\$0	\$102,833	\$0
Materials & Supplies	\$6,645	\$0	\$4,800	\$0
Internal Services	\$12,724	\$0	\$11,980	\$0
Total GF/non-GF:	\$239,592	\$0	\$239,592	\$0
Program Total:	\$239,592		\$239,592	
Program FTE	1.30	0.00	1.30	0.00
<b>Program Revenues</b>				
Total Revenue:	\$0	\$0	\$0	\$0

### Explanation of Revenues

Community Health Council and Civic Governance is funded by county general fund, \$239,592.

### Significant Program Changes

Last year this program was: #40036, Community Health Council and Civic Governance



**Lead Agency:** Health Department

**Program Contact:** WICKHAM Lila A

**Program Offer Type:** Existing Operating

**Related Programs:** 40007, 40008, 40015

**Program Characteristics:** Climate Action Plan

### Executive Summary

Supports community housing, health interventions, and development of environmental health policy recommendations to reduce health disparities exacerbated by negative and disparate exposure to environmental, social, and economic factors. The Healthy Homes and Housing programs focus on vulnerable/ill families living in substandard housing to reduce asthma triggers, exposure to mold, toxins, vectors, and lead paint through family/home assessments. The program addresses emerging environmental health issues. Strategies include education, advocacy, policy analysis, referral, and community organizing to build community capacity. Focus areas include health impacts of global climate change, toxins exposure, indoor air quality, transportation, bedbugs, and the built environment. The program will pilot the integration and analysis of the health equity lens in the policy analysis process.

### Program Description

The program addresses the root causes of health inequities through chronic disease prevention (asthma, cancer) by improving the health and livability of the home and addressing environmentally related health concerns. Healthy Home Priorities: 1) Provide home based environmental and medical assessment/interventions for high risk asthmatic children; 2) Consultation with medical providers; 3) Create partnerships between landlords and tenants; 4) Provide environmental assessments and interventions for children and families whose health is impacted by their home environment; 5) Address substandard housing complaints in unincorporated area; and 6) Provide home environmental assessments for sick children and improve housing conditions. Housing Education Priorities: Conduct community-based training related to mold, indoor air quality, hazards, toxins, and safety. The Healthy Homes asthma intervention has been shown to improve asthma control resulting in reduced emergency department visits and improved quality of life. Environmental Health Education: 1) Conduct education and outreach related to global climate change, toxin exposure, indoor air quality, bedbugs, and the built environment; 2) Provide empowering environmental health education related to housing, diseases transmitted from animals to humans (vector borne disease), food borne illness, and emerging environmental health issues. Environmental Health Policy Analysis: 1) Coordinate implementation of the Climate Action Plan action items; 2) Participate in the Climate Action Plan (CAP) revision steering committee; 3) Integrate environmental health risk reduction with other Health Department and County-wide initiatives; 4) Address emerging issues (such as, BPA ban and bedbugs). Environmental Health Advocacy: 1) Participate in committees that address health disparities and environmental justice; 2) Provide remediation services related to health and housing; 3) Coordinate stakeholder work groups to provide recommendations on emerging toxic-free policies such as banning of bisphenol A (BPA). Supports the CAP for its overall coordination of implementation of the CAP within MCHD for items 14-1, 14-2, 5-7, and for technical expertise and coordination on 17-1, 17-2, and 17-3 related to a CDC State grant on conducting public health hazard vulnerability assessments with priority climate change indicators.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of families receiving environmental home inspection from any HH programs	153	225	160	140
Outcome	Emergency Dept & hospitalization costs averted	124,214	161,874	143,888	124,721
Outcome	Dollars leveraged	444,733	573,696	645,617	660,256
Output	Recommendations/policies adopted or influenced related to Environmental Health interventions	0	12	12	12

### Performance Measure - Description

Output: Decrease due to final year of HUD Healthy Homes CAIR grant--ends April, 2013. (No new CAIR clients enrolled after December, 2012.) Outcome: These savings are estimated from client related-data obtained from CareOregon emergency room and hospitalization data and costs averted. This does not include physician costs or societal data such as lost work or school days averted. The costs of both are likely to be substantial but difficult to obtain. Outcome: Dollars leveraged include the total sum of dollars leveraged in housing program grants by MCEH and revenue acquired through Targeted Case Management billing. This amount does not include the increased community capacity by MCEH providing technical assistance to community environmental health partners to leverage grant funded resources. Output: Number of recommendations/policies adopted or influenced through participation in work groups, coalitions, and advisory groups.



## Legal/Contractual Obligation

Some activities under this program offer are subject to contractual obligations under the HUD Healthy Homes Demonstration Grant # ORRLHH029-09; DMAP Targeted Case Management/Healthy Homes Oregon Administrative Rules.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$492,720	\$319,451	\$456,983	\$336,724
Contracts	\$78,400	\$108,217	\$70,384	\$125,348
Materials & Supplies	\$34,647	\$107,182	\$61,287	\$47,727
Internal Services	\$39,459	\$108,368	\$43,399	\$94,995
Total GF/non-GF:	<b>\$645,226</b>	<b>\$643,218</b>	<b>\$632,053</b>	<b>\$604,794</b>
Program Total:	<b>\$1,288,444</b>		<b>\$1,236,847</b>	
Program FTE	4.97	3.88	4.54	3.41
<b>Program Revenues</b>				
Indirect for dep't Admin	\$38,438	\$0	\$37,512	\$0
Fees, Permits & Charges	\$0	\$215,040	\$0	\$188,160
Intergovernmental	\$0	\$428,178	\$0	\$416,634
<b>Total Revenue:</b>	<b>\$38,438</b>	<b>\$643,218</b>	<b>\$37,512</b>	<b>\$604,794</b>

## Explanation of Revenues

Final year of HUD Healthy Homes CAIR grant--ends April, 2013.

Healthy Homes Targeted Case Management: \$235,200  
Federal HUD Healthy Homes CAIR grant: \$286,638  
City of Portland/Bureau of Housing & Community Development: \$65,000  
Fed/State Climate Change Action Plan grant: \$17,956  
County General Fund: \$632,053

## Significant Program Changes

**Last year this program was:** #40037A, Environmental Health Education Outreach & Housing

**Lead Agency:** Health Department

**Program Contact:** WIGGINS Noelle

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

A key role of health departments and other government agencies is to support communities to identify and solve persistent problems. This program increases community capacity to identify and solve health problems. It also builds capacity within the Health Department to work in a way that empowers individuals and communities. Activities include training Community Health Workers (CHWs), preventing youth violence before it starts, teaching empowering health promotion approaches including popular education, conducting community-based participatory health research (CBPR), and coordinating the Health Promotion Change Process throughout the Health Department. These activities support health care reform and cut health care costs by giving people and communities the tools they need to protect and promote their own health.

### Program Description

This program helps people both inside and outside the Health Department to develop the skills and knowledge they need to improve health, increase health equity, and cut health care costs by addressing the social determinants of health, via five primary strategies: 1) providing state-approved, credit-bearing training for Community Health Workers (CHWs); 2) assisting a variety of groups to learn to use empowering strategies such as popular education to promote health; 3) conducting community-based participatory research (CBPR) projects that increase power and improve health in communities most affected by inequities; 4) preventing youth violence through relationship building and comprehensive planning; and 5) leading the MCHD Health Promotion (HP) Change Process. In the last year, CCC staff has provided revenue-producing CHW training courses to 7 agencies. Bi-monthly popular education (PE) workshops and ongoing consultation about PE are provided to staff from the Health Department, other County departments, and other organizations. A CBPR project designed to measure the clinical outcomes of a community garden program is in development. A project aimed at reducing violence affecting youth of color brings together youth and police officers at 8 schools, agencies, or faith communities, while another project supports coalition building and the development of a comprehensive plan to prevent violence affecting youth. During 2010 the HP Change Process: 1) conducted a follow-up survey with all Health Department staff; 2) continued a series of "Introduction to Empowering Health Promotion" trainings for all HD staff; and 3) engaged in multiple projects aimed at increasing health promotion competence at the Health Department.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of participants in training classes	1,230	1,200	1,200	1,500
Outcome	% of participants in training courses who report increased ability to promote hlt	90.9%	96.0%	95.4%	95.0%
Outcome	% of participants who demonstrate increased knowledge	0.0%	70.0%	70.0%	70.0%
Outcome	% of HD staff who report increased understanding of health promotion	0.0%	85.0%	50.0%	60.0%

### Performance Measure - Description

1) Number of participants in training classes represents the sum of all participants in each training class offered. The same participant may be counted more than once. 2) Percentage of participants in training courses who report increased ability to promote health is defined as participants who rate this item one or two on a post-evaluation survey. A score of one is the highest score. 3) Percentage of participants who demonstrate increased knowledge is defined as those who increase the number of correct items on a survey from baseline to follow-up. 4) Percentage of HD staff who report increased understanding of health promotion is defined as those who rate any of three items on a survey more positively from baseline to follow-up.

Please note: For FY11, Outcome three was calculated as an average of correct responses. The average of correct responses increased from 2.7/8 (33%) at baseline to 4/8 (50%) at follow-up. Follow-up data for Outcome four has been collected but not analyzed; this data will be available by the end of FY12.

**Legal/Contractual Obligation**

CDC standards for local public health agencies will soon make health promotion a mandatory service.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$565,612	\$0	\$524,301	\$215,702
Contracts	\$750	\$0	\$750	\$331
Materials & Supplies	\$0	\$10,893	\$16,962	\$11,126
Internal Services	\$52,738	\$7,107	\$71,353	\$40,841
Total GF/non-GF:	<b>\$619,100</b>	<b>\$18,000</b>	<b>\$613,366</b>	<b>\$268,000</b>
Program Total:	<b>\$637,100</b>		<b>\$881,366</b>	
Program FTE	5.80	0.00	4.82	1.98
<b>Program Revenues</b>				
Indirect for dep't Admin	\$1,075	\$0	\$16,621	\$0
Fees, Permits & Charges	\$0	\$3,000	\$0	\$3,000
Intergovernmental	\$0	\$0	\$0	\$265,000
Other / Miscellaneous	\$0	\$15,000	\$0	\$0
<b>Total Revenue:</b>	<b>\$1,075</b>	<b>\$18,000</b>	<b>\$16,621</b>	<b>\$268,000</b>

**Explanation of Revenues**

Health Promotion & Community Capacity Building is funded with \$613,366 in county general fund. Revenue also includes the 5-year STRYVE grant \$225,000 and 3 revenue contracts (\$20,000 subcontract from Lane County 100% Access Coalition, \$20,000 subcontract from the Defending Childhood Initiative, and \$3,000 subcontract from Parish Health Promoter Program) reimburse the program for providing training for Community Health Workers.

**Significant Program Changes**

**Last year this program was:** #40038, Health Promotion & Community Capacity Building

During FY12, this program was the recipient of a \$1,125,000, 5-year grant from the Centers for Disease Control and Prevention (CDC), to conduct the STRYVE Project. STRYVE stands for "Striving to Reduce Youth Violence Everywhere." Funding supports communities to develop and implement a comprehensive plan to prevent youth violence before it starts.

**Lead Agency:** Health Department

**Program Contact:** Kathleen Fuller-Poe

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Business and Quality Services - Workforce Development Human Resources and Training Unit provides guidance and consultation in administrative procedures, recruitment, employee/labor management relations, core management competencies, personnel policies and labor contract interpretation, web design, training facilitation, legislative review and legal compliance. Objectives are achieved through (a) applying business best practices (b) being collaborative with key stakeholders and partners, and (c) providing reliable data and information to measure results and quality of performance. We strive to be an adaptive learning organization and support effective and accountable services to our communities.

### Program Description

This Program consists of three primary operating components that support the Health Department's human resources and workforce development objectives:

- 1) Organizational Effectiveness: Provides staff and organization, development opportunities that support high performance, nurse development, facilitative leadership, change management, and succession planning. Other support includes managing and maintaining Department training content, administrative guidelines dissemination and promoting statutory compliance and related technical training for meeting regulatory and accreditation standards.
- 2) Public Health Competence: Assess, identify and provide training resources to employees to strengthen performance in public health and health provider competencies with attention paid to continuous learning, quality improvement and cultural competence.
- 3) Human Resources: Ensures human resources systems are implemented and consistently followed to guide and direct all Human Resources activities of the Health Department by providing internal consultation with legal counsel, to managers and employees on a wide range of issues regarding human resources, employee and labor relations, performance management, position classification, recruitment to attract highly qualified diverse applicants, records maintenance and compliance with county personnel rules, department guidelines and labor contracts, to reduce liability and costs of unlawful employment practices.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome	% of 7 service areas that successfully piloted the cultural competency model.	0.0%	0.0%	25.0%	25.0%
Outcome	% of 195 mgmt employees who are trained in performance management principles	0.0%	0.0%	50.0%	50.0%

### Performance Measure - Description

✓ **Measure Changed**

In FY11-12, we are replacing both performance measures from last year because we successfully increased the number of probationary employees who receive reviews and the percentage of all employees who receive reviews. Cultural competence is directly aligned with public health essentials, the Health Department's mission, values and strategic plan, and the County's annual performance evaluation process. Human Resources Workforce Development proposes to develop a plan for a department cultural competence model, integrating approaches used in different parts of the Health Department, and to pilot it with 1-2 service areas. For continuous quality improvement and in line with our core functions, Human Resources also proposes to target a minimum number of managers and supervisors to train in performance management principles.

### Legal/Contractual Obligation

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

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,817,887	\$0	\$1,872,958	\$0
Contracts	\$103,000	\$0	\$101,000	\$0
Materials & Supplies	\$58,145	\$0	\$59,816	\$0
Internal Services	\$218,945	\$0	\$246,469	\$0
Total GF/non-GF:	<b>\$2,197,977</b>	<b>\$0</b>	<b>\$2,280,243</b>	<b>\$0</b>
Program Total:	<b>\$2,197,977</b>		<b>\$2,280,243</b>	
Program FTE	17.53	0.00	17.23	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

Business and Quality - Human Resources and Training is funded by \$1,011,823 county general fund and \$1,268,420 county general fund indirect revenue.

### Significant Program Changes

Last year this program was: #40039, Business and Quality - Human Resources and Training

**Lead Agency:** Health Department

**Program Contact:** LEAR Wendy R

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Business and Quality Services - Accounting and Financial Services is responsible for providing all grant accounting, budget development and monitoring, accounts payable, contracts and purchasing services and support for the Health Department. They are liaisons for the Department with County Business Services, coordinating the provision of services such as Information Technology, Facilities and Fleet Services.

### Program Description

This group manages all of the financial reporting, billing and collection services for grant-funded programs. It prepares and reviews the Health Department financial reports and develops and maintains the Department's budget. The Contracts Team advises, prepares and processes all contracts, intergovernmental agreements and professional service agreements for the Department. Accounts payable, purchasing and travel and training services are also provided. This group also includes the Facility and Safety Manager who acts as the Safety Coordinator and is responsible for managing compliance with federal, state and county safety regulations. This position is liaison to Facilities and Property Management, FREDS and works closely with the County's Health, Safety and Risk Management Division. Financial and Business Services and support for organizational effectiveness are required for a department responsible for managing over \$161 million in County resources and more than 1,000 full and part-time personnel.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Percent of contracts executed by start of contract	98.0%	98.0%	99.0%	98.0%
Outcome	Percentage of grant reports submitted on time	95.0%	100.0%	98.0%	100.0%
Quality	Number of repeated audit or unresolved audit findings	1	0	0	0

### Performance Measure - Description

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,363,028	\$0	\$2,622,919	\$0
Contracts	\$69,593	\$0	\$21,748	\$0
Materials & Supplies	\$160,793	\$0	\$94,572	\$0
Internal Services	\$403,597	\$0	\$439,094	\$0
Total GF/non-GF:	<b>\$2,997,011</b>	<b>\$0</b>	<b>\$3,178,333</b>	<b>\$0</b>
Program Total:	<b>\$2,997,011</b>		<b>\$3,178,333</b>	
Program FTE	24.30	0.00	27.10	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$5,941,209	\$0	\$5,856,884	\$0
<b>Total Revenue:</b>	<b>\$5,941,209</b>	<b>\$0</b>	<b>\$5,856,884</b>	<b>\$0</b>

**Explanation of Revenues**

Business and Quality - Accounting and Financial Services is funded by \$1,394,644 county general fund and \$1,775,912 county general fund indirect revenue.

The general fund revenue in this program offer, \$5,856,884 is the amount of department indirect that is charged to federal/state revenue sources.

**Significant Program Changes**

**Last year this program was:** #40040, Business and Quality - Accounting and Financial Services

Changes to FTE include creating a permanent part-time clerical assistant using money previously budgeted as temporary. Moving one clerical specialist position from Program Offer 40003, Health Department Leadership Administrative Support, to Business Services and adding a new position to support the Immunization program with the receipt, monitoring and tracking of immunizations and vaccines.

**Lead Agency:** Health Department

**Program Contact:** LEAR Wendy R

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Business and Quality Services-Medical Billing Unit is responsible for providing medical billings and cash collection services for the Health Department.

### Program Description

Provides claims processing services and cash collection services for all of the Health Department's Primary Care and specialty clinics. Responsible for all billing and collection from Medicaid, Medicare, and commercial insurance. Medical billing is an essential part of any clinical system. This team is responsible for the collection of all patient fees, insurance payments, Medicare and Medicaid claims processing. The Medical Accounts Receivable Team is responsible for collecting nearly \$40 million in annual medical billing revenue. This represents about 1/3 of the Department's total budget.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of encounters processed for payment	320,000	325,000	324,000	328,000
Outcome	Percent of Receivables aged (older than 90 days)	39.0%	33.0%	25.0%	22.0%
Quality	% of FQHC claims unpaid	2.9%	2.6%	2.4%	2.2%

### Performance Measure - Description

Measures reflect data now readily available and reported monthly to management. Number of encounters demonstrates volume of work. % of receivables older than 90% should be a % and declining %. Since older claims are less likely to be collected, claims should ideally be paid and resolved in less than 90 days. Finally there are many reasons why a claim might not be paid (client ineligible for service, didn't have insurance coverage on the date of service) but this should be a small and declining % of total claims.



**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,087,176	\$0	\$1,125,390	\$0
Contracts	\$359,000	\$0	\$457,400	\$0
Materials & Supplies	\$1,402,297	\$0	\$1,379,888	\$0
Internal Services	\$106,147	\$0	\$107,896	\$0
Total GF/non-GF:	<b>\$2,954,620</b>	<b>\$0</b>	<b>\$3,070,574</b>	<b>\$0</b>
Program Total:	<b>\$2,954,620</b>		<b>\$3,070,574</b>	
Program FTE	12.00	0.00	13.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

Business and Quality - Medical Billing is funded by \$2,379,029 county general fund and \$691,545 county general fund indirect revenue.

**Significant Program Changes**

**Last year this program was:** #40041, Business and Quality - Medical Billing  
One position was added to process Dental claims.

**Lead Agency:** Health Department

**Program Contact:** JOHNSON KaRin R

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The mission of Multnomah County's Health Equity Initiative (HEI) is to eliminate the root causes of social injustices leading to racial and ethnic health inequities. The definition of health equity that grounds HEI's mission is the fair/just distribution of resources and power that supports the achievement of full health potential. HEI engages community members and policy makers in understanding the root causes of health inequities experienced by people of color, immigrants, and refugees, highlighting current efforts, and advancing policy and practice solutions. HEI integrates findings from research in racial justice, social justice, community empowerment, community priorities, and local data to advance immediate and long-term solutions to address the root causes of inequities.

### Program Description

In Multnomah County people of color, immigrants, and refugees experience lower life expectancy, higher rates of disease, higher rates of poverty, lower education and economic attainment, less access to power and decision-making, and over-representation in the criminal justice and mental health systems. This program advocates addressing racial and ethnic health inequities with an explicit focus on justice and equity. To eliminate racial and ethnic health disparities by addressing root inequities, HEI analyzes, educates, and advocates for equitable social policies.

This program offer will continue HEI's work to continue refining and piloting three fronts: organizational development, public policy, and community engagement and empowerment. HEI makes change in these areas in two key ways: as a leader (framing policy issues and ensuring a common understanding of key health equity definitions and practices) and as an educator (being a resource in terms of providing education/training on best practices, connections between the 'isms,' social determinants of health, and programs). To advance organizational development, HEI is continuing to pilot the use of an Equity and Empowerment Lens (racial justice focus, E&E Lens) and accompanying training in several service areas in the Health Department, in strong partnership with Business Services. Countywide, HEI provides technical assistance as needed to County leadership and efforts focusing on social justice and equity. To advance public policy, HEI will use policy options generated by HEI and other community policy initiatives to support policy advocacy with local elected officials, community based organizations, and community members promoting an equity policy agenda. To advance community empowerment, the HEI will support health promotion, health equity, and quality improvement trainings for County staff and community members to create common understanding on health equity and disparities, and to provide information on how best to connect with current efforts and conduct policy advocacy.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Community members & organizations engaged in learning about & utilizing the Lens	500	182	250	500
Outcome	Doc. evals of EEQ processes of int./ext. partner use	500	170	250	500
Output	% of developed and implemented communication plan and strategy.	0.0%	30.0%	40.0%	90.0%
Output	Number of Equity Lens training and application	0	8	10	10

### Performance Measure - Description

✓ **Measure Changed**

1) Community engagement measures are key to maintaining cultural factors that protect against health risks. In FY13, the Initiative will continue community empowerment through community education, policy advocacy training, and community-led policy creation. 2) FY13 will focus on strengthening our health equity policy agenda, organizational development changes, and building on existing and potential partnerships within and external to the County, based on Foundational Principles and E&E Lens main Questions. 3) In FY13, the Initiative will develop and implement an on-going community-based communication plan and strategy for health equity 4) Increased integration of organizational change initiatives will allow HEI to continue to advocate for greater and more widespread application of Lens principles and practices in the department, as well as County-wide.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$293,307	\$0	\$392,023	\$0
Materials & Supplies	\$10,689	\$0	\$11,833	\$0
Internal Services	\$30,317	\$0	\$21,562	\$0
Total GF/non-GF:	<b>\$334,313</b>	<b>\$0</b>	<b>\$425,418</b>	<b>\$0</b>
Program Total:	<b>\$334,313</b>		<b>\$425,418</b>	
Program FTE	3.00	0.00	3.90	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

Health Equity Initiative (racial justice focus) is funded with county general fund, \$425,418.

**Significant Program Changes**

Last year this program was: #40045, Health Equity Initiative (racial justice focus)

**Lead Agency:** Health Department

**Program Contact:** MANHAS Sonia X

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Community Wellness and Prevention Program develops and implements environment, systems, and policy-based change strategies to reduce the burden of chronic diseases most closely linked to physical inactivity, poor nutrition, and tobacco use, including cancer, diabetes, obesity, heart disease, asthma, and stroke. The Program also houses the Department's Office of Public Health Policy which coordinates the Department's local, state, and federal policy activities, facilitates strategic partnerships, and supports the county board of health. In late FY10, Community Wellness and Prevention received a large Center for Disease Control (CDC) "Communities Putting Prevention to Work" grant. The grant will extend into FY13 and is continuing to transform the impact of the program.

### Program Description

Tobacco use is the single most preventable cause of death and disease in Multnomah County, and poor nutrition and physical inactivity closely follow. Each year in the United States, tobacco use accounts for \$96 billion in direct medical expenses, and more than \$147 billion is spent treating obesity-related illnesses. This Program manages six prevention areas which work to change the community conditions that contribute to chronic disease, such as lack of access to safe places to walk and play, low availability of fresh fruits and vegetables, or exposure to second-hand smoke, including: 1) healthy school environments, 2) land use and transportation planning, 3) tobacco prevention & control, 4) community food programs and policy initiatives, 5) It Starts Here media campaign and 6) the Department-wide Office of Public Health Policy. Examples of program responsibilities include enforcement of the Oregon Indoor Clean Air Act, implementation of the Multnomah County Healthy Retail Initiative, coordination of the Multnomah Food Initiative and the Portland Multnomah Food Policy Council. The Office of Public Health Policy plays a lead coordinating role of the Department's public policy activities in close collaboration with Department Leadership and the Board of County Commissioners, such as staffing the county's policy action to restrict the use of Bisphenol-A in beverage containers as well as staffing health care reform efforts to negotiate the county's role within a regional coordinated care organization. The policies and environmental changes being advanced and implemented by the Program are critical to changing social norms and behaviors, improving the health of county residents, and saving health care costs in the years to come.

This program relates to the Climate Action Plan for its work related to the built environment, transportation and land use planning, and sustainable, healthy food policy and practice, specific action items include: 14-1, 15-2, 15-1, 15-2, and 17-1, 17-2, and 17-7 as a key stakeholder in major planning scenarios and adaptation planning.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of community partners in Healthy Active Multnomah County coalition	0	40	40	40
Outcome	Number of policies established to slow and reduce rates of chronic disease	0	10	22	10
Quality	Federal CPPW grant-defined progress milestones are met quarterly.	0.0%	100.0%	90.0%	100.0%
Output	Public exposure to "It Starts Here" media campaign	0.0%	25.0%	50.0%	25.0%

### Performance Measure - Description

✓ **Measure Changed**

1-Number of community partners in Healthy Active Multnomah County coalition. Partners will be tracked by # of contracts the program establishes as well as # of non-funded partnerships established through policy teams. 2-Number of policies established: This is an outcome measure that enables the program to track and monitor whether its partnership activities result in concrete changes in policy. 3-Tracks progress towards meeting objectives in the program's Healthy Active Multnomah County action plan. Ratings: In-progress on schedule, in-progress behind schedule, or completed. 4-Public exposure to "It Starts Here" media campaign. Output goal: By February 2013, there will be a 10% increase in those who believe that availability of healthy food and beverages is an important health issue requiring community action. Exposure will be tracked by # of visits to campaign website and exposure to television ads.

## Legal/Contractual Obligation

Communities Putting Prevention to Work is funded through the American Recovery and Reinvestment Act (ARRA) and the County and funded partners must comply with extensive financial and performance reporting requirements. Tobacco prevention and chronic disease prevention programs funded by Oregon Public Health Division must comply with required work plans and assurances. Smoke-free workplaces and public places law must be enforced per Oregon Indoor Clean Air Act and MC 21.500 et seq.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$407,269	\$1,373,825	\$366,626	\$890,473
Contracts	\$16,033	\$1,582,250	\$10,995	\$160,739
Materials & Supplies	\$12,273	\$68,361	\$22,322	\$26,266
Internal Services	\$24,176	\$457,890	\$19,724	\$296,144
Total GF/non-GF:	<b>\$459,751</b>	<b>\$3,482,326</b>	<b>\$419,667</b>	<b>\$1,373,622</b>
Program Total:	<b>\$3,942,077</b>		<b>\$1,793,289</b>	
Program FTE	4.90	15.00	3.85	10.15
<b>Program Revenues</b>				
Indirect for dep't Admin	\$208,524	\$0	\$85,195	\$0
Intergovernmental	\$0	\$3,482,326	\$0	\$1,313,655
Other / Miscellaneous	\$0	\$0	\$0	\$59,967
<b>Total Revenue:</b>	<b>\$208,524</b>	<b>\$3,482,326</b>	<b>\$85,195</b>	<b>\$1,373,622</b>

## Explanation of Revenues

Community Wellness and Prevention received approval for a no-cost extension to its funding from the federal American Recovery and Reinvestment Act (ARRA) grant "Communities Putting Prevention to Work"; the Program receives state/federal grant funds through the intergovernmental agreement between Multnomah County as the Local Public Health Authority (LPHA) and the State of Oregon Public Health Services; the Program received a grant from the National Association of Chronic Disease Directors (NACCD) to enable local communities to address chronic disease risk factors; the Program received a grant from Kaiser Permanente to continue implementation of its Healthy Retail Initiative; and the Program receives county general fund.

ARRA Communities Putting Prevention to Work (ends Mar 2013): \$815,000

State Tobacco Prevention grant: \$397,405

Fed/State Health Communities grant: \$81,250

Federal NACCD Achieve grant: \$20,000

Kaiser Permanente grant: \$59,967

County General Fund: 419,667

## Significant Program Changes

✓ Significantly Changed

**Last year this program was:** #40047, Community Wellness and Prevention

Federal funds through Communities Putting Prevention to Work will ramp down during FY13, resulting in significant program changes: 1) reduction of staffing including 3.5 FTE health educator, 1.50 FTE program coordinators, and 2.0 FTE program supervisors, 2) end of contracts with a network of over thirty community partners including school districts, community-based organizations, and governmental entities, 3) scaled back "It Starts Here" campaign. The Communities Putting Prevention to Work funding was meant to catalyze two years of intensive health promotion activities and job creation across the county which it has successfully accomplished. The Health Department is actively working to maintain a scaled back, yet still impactful program.

**Lead Agency:** Health Department

**Program Contact:** Robert Johnson

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Community Epidemiology Services (CES) program provides core public health functions to all Community Health Services (CHS) programs. These activities are the "front line" governmental public health essential services required by all CHS programs serving county residents. They include:

- epidemiologic surveillance and outbreak response
- population health data collection and analysis
- application of best and promising evidence-based practices in public health
- effective financial management and fiscal accountability
- quality improvement and performance management
- supportive and strategic communications and health alerts

### Program Description

The Community Epidemiology Services (CES) program provides the Department's core public health services to CHS programs. Population data are analyzed to assist programs in optimizing quality and accountability to the communities they serve. CHS programs provide clinical, technical, field-based outreach, and community engagement functions across diverse professional disciplines such as medicine, nursing, public health inspections (food and water), entomology (vector control), and health promotion. These programs must operate in compliance with a substantial body of public health and environmental statutes and ordinances to monitor and control disease. Accurate collection and analysis of programmatic, epidemiological, and environmental data is essential to focus resources on preventing disease and promoting health in vulnerable populations. The CES unit leads CHS programs in implementation of efficient and safe service delivery, coordinated public health data, epidemiologic analysis, and coordinated communication activities. CES optimizes resources to assure quality and effectiveness of clinical services, data management, and prevention projects. The program provides demographic data for strategic program planning and to assist our community partners in coordinating efforts. Outbreak response is provided through epidemiologic support, statistical modeling, and standardized Investigative Guidelines. CES also supports the Department with implementation of best practices, coordination with prioritized County initiatives, and Public Health Accreditation. This program assures that all CHS services align with the Multnomah County Health Department Strategic Plan.

This program offer is directly related to the Climate Action Plan because of its vital function of epidemiological surveillance and analysis. Action items are 17-1, 17-2, 17-3 as a key stakeholder in adaptation planning and assessment.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Quality Improvement methods training for identified priority CHS programs	7	9	9	12
Outcome	Timely epidemiology surveillance reports detect unusual public health events	100.0%	100.0%	90.0%	100.0%
Quality	Population data projects completed on time	100.0%	90.0%	95.0%	90.0%

### Performance Measure - Description

Three of the major essential public health services provided by CES to CHS programs are epidemiologic surveillance and analysis, population health data management, and quality improvement.

## Legal/Contractual Obligation

Oregon Revised Statutes (ORS) 431.416 Local public health authority duties

- (a) Epidemiology and control of preventable diseases and disorders
- (b) Parent and child health services
- (c) Collection and reporting of health statistics
- (d) Health information and referral services
- (e) Environmental health services

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$489,245	\$0	\$493,438	\$0
Contracts	\$50,000	\$0	\$9,000	\$0
Materials & Supplies	\$47,120	\$0	\$32,024	\$0
Internal Services	\$47,000	\$0	\$67,325	\$0
Total GF/non-GF:	<b>\$633,365</b>	<b>\$0</b>	<b>\$601,787</b>	<b>\$0</b>
Program Total:	<b>\$633,365</b>		<b>\$601,787</b>	
Program FTE	4.30	0.00	4.40	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

Community Epidemiology Services is funded with county general fund, \$601,787.

## Significant Program Changes

**Last year this program was:** #40048, Community Epidemiology Services

Staff has increased focus on MCH strategic planning within the Department. The Quality Manager position was tasked to perform additional duties as MCH Coordinator.

Communications activities address acute disease outbreak messaging (e.g. pertussis/whooping cough or tuberculosis in schools and day care settings) and supporting public health alerts and other reports. Communication staff in this program offer consists of a 0.8 FTE web specialist that supports the public messaging mentioned above within the Health Department.



**Lead Agency:** Health Department

**Program Contact:** CHESNEY Jeannie M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Providing health care to detained youth is the responsibility of Corrections Health. JDH health personnel care for 80 detained youth from Multnomah, Washington and Clackamas Counties who are brought in from the streets, other jurisdictions and other community holding facilities. Detainees include females and males who need their health issues addressed in a timely manner in order to prevent emergencies, pain and suffering which is the constitutional measure of quality care. Stabilizing their health allows them to participate fully in their legal processes. Trained, skilled professional nursing staff, scheduled 16 hrs/day, provide effective illness screening, evaluation of symptoms and effective, targeted treatment through a system of policies and procedures that reflect the standard of care in the community and equal to other correctional facilities across the country. Over 2,000 youth are cared for each year with over 40% having major mental health and unstable health conditions. Routine health screenings include STD and TB screening to protect both the health of the clients, custody staff and the broader public health.

### Program Description

This offer ensures that the health needs for 80 youth meet the standards that assure access to care, safeguards the health of all those who are in detention and controls the legal risk to the County. JDH health professionals work 16 hrs/day, seven days a week providing care for 80 youth daily in 6 individual housing units from three counties. Care ranges from minor ailments to major chronic and emotional diseases resulting from substance abuse, trauma, lack of health care, lack of knowledge of hygiene and self care, frequent infections and a high rate of emotional and mental illness. Registered nurses work one day/week with a provider in clinic, to plan examine and order the care necessary to keep the youth safe. In partnership with the DCJ custody staff, Corrections Health identifies and responds to emergencies and also screens for communicable diseases to keep outbreaks to a minimum. Coordination with other counties occurs so transferring of health care to other jurisdictions is achieved effectively. This health care is delivered effectively through providing the right care in the right setting.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of clients visits conducted by a CH nurse per yr	3,000	3,500	3,500	3,600
Outcome	% of detained youth receiving mental health medications monthly	30.0%	50.0%	50.0%	50.0%

### Performance Measure - Description



## Legal/Contractual Obligation

From the US Supreme Court to the Oregon State Revised Statutes, necessary health care for incarcerated individuals is a right because they do not have the freedom to obtain care on their own. Access to care, an evaluation by a health professional, and the right to receive care that is ordered is mandated by the 4th, 8th and 14th amendments. When serious health needs are not addressed by professionals, deliberate indifference to medical needs brings harm to individuals entrusted to our care and increases liability for the County. Corrections Health is bound by ethical standards to provide unbiased care to all individuals based on community standards of care.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$495,552	\$100,004	\$632,283	\$0
Contracts	\$77,407	\$10,000	\$87,407	\$0
Materials & Supplies	\$76,179	\$8,987	\$23,246	\$0
Internal Services	\$61,220	\$10,769	\$68,400	\$0
Total GF/non-GF:	<b>\$710,358</b>	<b>\$129,760</b>	<b>\$811,336</b>	<b>\$0</b>
Program Total:	<b>\$840,118</b>		<b>\$811,336</b>	
Program FTE	4.40	1.20	4.70	0.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$7,770	\$0	\$0	\$0
Fees, Permits & Charges	\$7,238	\$0	\$7,238	\$0
Intergovernmental	\$103,000	\$129,760	\$103,000	\$0
<b>Total Revenue:</b>	<b>\$118,008</b>	<b>\$129,760</b>	<b>\$110,238</b>	<b>\$0</b>

## Explanation of Revenues

As a result of current laws that govern the responsibilities of governmental agencies in the care of detained individuals, Corrections Health is unable to bill for services from 3rd party payers, insurance companies, Medicare, etc. These rules and laws are under review both locally and nationally to determine if additional revenue sources can be made available to jails. There is no co-pay system for youth, however, those youth in the Alcohol and Drug Treatment Program have OHP coverage so some of their clinic appointments with a physician and medications are billed through the community or health department to OHP. Corrections Health Juvenile Detention/Admissions and Housing is funded by \$811,336 in county general fund which includes \$103,000 in intergovernmental revenue from Washington and Clackamas Counties. The program estimates to collect \$7,238 in medical fees that are included in the county general fund.

The other revenue in FY12 is part of a grant funded project with the Morrison Center. At the time the budget was developed, it appeared this project would be ending. We are waiting for final confirmation but may add back this revenue during the amendment phase of the budget process.

## Significant Program Changes

**Last year this program was:** #40049, Corrections Health Juvenile Detention/Admissions and Housing

**Lead Agency:** Health Department

**Program Contact:** CHESNEY Jeannie M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Corrections Health, Multnomah County Detention Center houses 448 adults and is composed of booking, 4th floor special housing, mental health housing and three floors of discipline and evaluation housing. Approximately 160-170 US Marshall (USM) detainees are housed in the system daily. Providing health care to detained individuals is the responsibility of Corrections Health. From first entering the jail through booking until release or transfer to another jail, prison or USM service, trained and skilled Corrections Health personnel provide screening, illness identification, evaluation and treatment through a system of policies and procedures that reflect the standard of care in the community and equal to other correctional facilities across the country. Over 38,000 individuals are cared for each year with over 60% having serious unstable and chronic health conditions, such as diabetes, kidney failure, infections, alcohol and drug withdrawal and major mental/behavioral illnesses.

### Program Description

This offer represents Corrections Health MCDC basic administration, support, booking and mental health care delivery programs for the right care to be provided in the right setting. MCDC averages 110 newly booked individuals each day. Nurses(24 hrs/7 days/wk) evaluate each detainee to identify critical health issues and make plans for scheduled care for stabilization. Screening includes health history, chronic disease, substance abuse, communicable disease evaluation and current prescriptions. Through these evaluations, treatments, medications, provider appointments, mental health referrals and housing decisions are made. Suicide symptom inventory and TB screening are vitally important at booking for safety while incarcerated. The Mental Health Team is composed of PMHNP, mental health consultants and mental health nurses for evaluation, monitoring and treatment for the many mentally ill clients coming into jail. Over 60% of all medications prescribed are for mental health conditions.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average # of health screenings completed in an 8 hr shift	35	40	40	40
Outcome	% of + screenings resulting in a referral to the mental health team per year	35.0%	35.0%	35.0%	37.0%

### Performance Measure - Description

## Legal/Contractual Obligation

From the US Supreme Court to the Oregon State Revised Statutes, necessary health care for incarcerated individuals is a right because they have lost their freedom to obtain care on their own. Access to care, an evaluation by a health professional and a right to receive care that is ordered is mandated by the 4th, 8th and 14th amendments. When serious health needs are not addressed by professionals, deliberate indifference to medical needs bring harm to individuals entrusted to our care. Corrections Health is bound by ethical standards to provide unbiased care to all individuals.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$2,764,760	\$0	\$2,985,488	\$0
Contracts	\$219,181	\$0	\$222,648	\$0
Materials & Supplies	\$133,780	\$0	\$98,370	\$0
Internal Services	\$123,200	\$0	\$150,880	\$0
Total GF/non-GF:	<b>\$3,240,921</b>	<b>\$0</b>	<b>\$3,457,386</b>	<b>\$0</b>
Program Total:	<b>\$3,240,921</b>		<b>\$3,457,386</b>	
Program FTE	23.70	0.00	23.70	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$34,972	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$26,511	\$0
<b>Total Revenue:</b>	<b>\$34,972</b>	<b>\$0</b>	<b>\$26,511</b>	<b>\$0</b>

## Explanation of Revenues

As a result of the current laws that govern the responsibilities of governmental agencies in the care of detained individuals, Corrections Health is unable to bill for services from 3rd party payers, insurance companies, Medicare, etc. These rules and laws are under review both locally and nationally to determine if additional revenue sources can be made available to jails. A co-pay system is in place that charges the inmate accounts for a nominal fee for evaluations, clinic visits and medications. Many treatments, screenings, diagnostic tests and communicable diseases testing are at no charge to the individuals in order to provide care that is needed.

Corrections Health MCDC Base Services and Booking Floor is funded by \$3,457,386 in county general fund. The program estimates to collect \$26,511 in medical fees that are included in the county general fund.

## Significant Program Changes

Last year this program was:

**Lead Agency:** Health Department

**Program Contact:** CHESNEY Jeannie M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Corrections Health Multnomah County Detention Center houses 448 adults and is composed of booking, 4th floor special housing, mental health housing and three floors of discipline and classification housing. Approximately 160-170 USM detainees

are housed in the system daily. Providing health care to detained individuals is the responsibility of Corrections Health. From first entering the jail through booking until release or transfer to another jail, prison or USM service, trained and skilled Corrections Health personnel provide effective screening, illness identification, evaluation and treatment through a system of policies and procedures that reflect the standard of care in the community and equal to other correctional facilities across the country. Over 38,000 individuals are cared for each year with over 60% having serious unstable and chronic health conditions, such as diabetes, kidney failure, infections, alcohol and drug withdrawal and major mental/behavioral illnesses.

### Program Description

This offer represents the MCDC 4th floor which is composed of 46 beds, two general and two mental health clinic rooms, one dental operatory, X-ray and lab services as well as 10 mental health and 10 general infirmary skilled care beds, plus four housing areas for high level discipline. Also, a nurses station, chart room and medication/supplies room. Services such as skilled nursing, dialysis, IV therapy, PT/OT, post surgical and terminal care provided in jail instead of high cost hospital care. Mental health is managed by a team of mental health nurses, consultants and providers. The 4th floor is staffed 24/7 with nursing personnel to provide needed care and emergency response. This health care is delivered effectively through providing the right care in the right setting.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Avg # inmate medical requests for care evaluated by nurse monthly	700	720	725	725
Outcome	Avg suicide watches per month to prevent inmate injury or death.	30	50	50	55

### Performance Measure - Description

FY13 -Performance measures reflect care delivered for 5 floors in MCDC as we do not separate suicide watches or medical request evaluations per floor.

## Legal/Contractual Obligation

From the US Supreme Court to the Oregon State Revised Statutes, necessary health care for incarcerated individuals is a right because they have lost their freedom to obtain care on their own. Access to care, an evaluation by a health professional and a right to receive care that is ordered is mandated by the 4th, 8th and 14th amendments. When serious health needs are not addressed by professionals, deliberate indifference to medical needs bring harm to individuals entrusted to our care. Corrections Health is bound by ethical standards to provide unbiased care to all individuals.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,844,408	\$0	\$1,951,150	\$0
Contracts	\$425,093	\$0	\$525,904	\$0
Materials & Supplies	\$319,309	\$0	\$379,446	\$0
Internal Services	\$73,503	\$0	\$77,053	\$0
Total GF/non-GF:	<b>\$2,662,313</b>	<b>\$0</b>	<b>\$2,933,553</b>	<b>\$0</b>
Program Total:	<b>\$2,662,313</b>		<b>\$2,933,553</b>	
Program FTE	14.14	0.00	16.40	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$20,866	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$18,720	\$0
<b>Total Revenue:</b>	<b>\$20,866</b>	<b>\$0</b>	<b>\$18,720</b>	<b>\$0</b>

## Explanation of Revenues

As a result of the current laws that govern the responsibilities of governmental agencies in the care of detained individuals, Corrections Health is unable to bill for services from 3rd party payers, insurance companies, Medicare etc. These rules and laws are under review both locally and nationally to determine if additional revenue sources can be made available to jails. A co-pay system is in place that charges the inmate accounts for a nominal fee for evaluations, clinic visits and medications. Many treatments, screenings, diagnostics tests and communicable diseases are at no charge to the individuals in order to provide safety.

Corrections Health MCDC Clinical Services and 4th Flr Housing is funded by \$2,933,553 in county general fund. The program estimates to collect \$18,720 in medical fees that are included in the county general fund.

## Significant Program Changes

**Last year this program was:** #40050B, Corrections Health MCDC Clinical Services and 4th Flr Housing

**Lead Agency:** Health Department

**Program Contact:** CHESNEY Jeannie M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Corrections Health Multnomah County Detention Center houses 448 adults and is composed of booking, 4th floor special housing, mental health housing and three floors of discipline and evaluation housing. Approximately 160-170 USM detainees are housed in the system daily. Providing health care to detained individuals is the responsibility of Corrections Health. From first entering the jail through booking until release or transfer to another jail, prison or USM service, trained and skilled Corrections Health personnel provide effective screening, illness identification, evaluation and treatment through a system of policies and procedures that reflect the standard of care in the community and equal to other correctional facilities across the country. Over 38,000 individuals are cared for each year with over 60% having serious unstable and chronic health conditions, such as diabetes, kidney failure, infections, alcohol and drug withdrawal and major mental /behavioral illnesses.

### Program Description

This offer represents the health services to all four housing floors at MCDC. Approximately 400 detainees are housed in classification (new jail housing), female, male, close custody and mental health housing modules. Ninety-six rooms are designated for those with mental health diagnosis and cared for by a team of mental health nurses, consultants and providers for diagnosis and treatment. Early identification, evaluation and treatment provide safety for clients, especially for suicide prevention. A variety of treatments, such as managing alcohol and drug withdrawal, evaluating chronic diseases, preventing the spread of communicable diseases, medication management and emergency response are provided efficiently by 24/7 staff. This health care is delivered effectively through providing the right care in the right setting.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Average # of inmate medical requests for care evaluated by nurse monthly	700	720	725	725
Outcome	Avg suicide watches per month to prevent inmate injury or death	30	50	50	55

### Performance Measure - Description

## Legal/Contractual Obligation

From the US Supreme Court to the Oregon State Revised Statutes, necessary health care for incarcerated individuals is a right because they have lost their freedom to obtain care on their own. Access to care, an evaluation by a health professional and a right to receive care that is ordered is mandated by the 4th, 8th and 14th amendments. When serious health needs are not addressed by professionals, deliberate indifference to medical needs bring harm to individuals entrusted to our care. Corrections Health is bound by ethical standards to provide unbiased care to all individuals.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$961,038	\$0	\$994,512	\$0
Contracts	\$208,944	\$0	\$208,350	\$0
Materials & Supplies	\$124,527	\$0	\$173,680	\$0
Internal Services	\$54,062	\$0	\$40,206	\$0
Total GF/non-GF:	<b>\$1,348,571</b>	<b>\$0</b>	<b>\$1,416,748</b>	<b>\$0</b>
Program Total:	<b>\$1,348,571</b>		<b>\$1,416,748</b>	
Program FTE	10.40	0.00	11.40	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$15,347	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$9,768	\$0
<b>Total Revenue:</b>	<b>\$15,347</b>	<b>\$0</b>	<b>\$9,768</b>	<b>\$0</b>

## Explanation of Revenues

Corrections Health is unable to bill for services from 3rd party payers, insurance companies, Medicare etc. These rules and laws are under review both locally and nationally to determine if additional revenue sources can be made available to jails. A co-pay system is in place that charges the inmate accounts for a nominal fee for evaluations, clinic visits and medications. Many treatments, screenings, diagnostic tests and communicable diseases testing are at no charge to the individuals in order to provide safety.

Corrections Health MCDC Housing Floor 5, 6, 7 & 8 is funded by \$1,416,748 in county general fund. The program estimates to collect \$9,678 in medical fees that are included in the county general fund.

## Significant Program Changes

**Last year this program was:** #40050C, Corrections Health MCDC Housing Floor 5, 6, 7 & 8

**Lead Agency:** Health Department

**Program Contact:** CHESNEY Jeannie M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Corrections Health Multnomah County Inverness Jail houses 860 men, women, inmate workers for inside and outside work crews, sentenced individuals and those awaiting trial who are being medically stabilized with treatment. Approximately 160-170 USM detainees are housed in the system daily. MCIJ health personnel care for all those detainees transferred from MCDC to continue or begin treatment until disposition of their legal process is complete. Sentenced and non-sentenced detainees have a plan of care in place to maintain treatment of their health conditions in order to prevent emergencies, pain and suffering which is the constitutional measure of quality care. Trained, skilled professional staff provide effective screening, illness identification, evaluation and effective targeted treatment through a system of policies and procedures that reflect the standard of care in the community and equal to other correctional facilities across the country. Over 38,000 individuals are cared for each year with over 60% having health conditions, such as diabetes, kidney failure, infections, alcohol and drug withdrawal and mental illnesses.

### Program Description

This offer represents MCIJ base and clinical services which is administrative, support, diagnostic and clinical services. Three general provider clinics, one dental operatory, one mental health and one triage/treatment room provides office visits for clients. Triage nurses evaluate client care requests and refer to nurses, the mental health team, providers or dentists for care according to the medical need. Xray and lab services support diagnosing health problems. This area also supports the nursing station, medication room, central records room and administrative offices for various personnel so health care can be delivered. By providing 24/7 skilled health care on site for this vulnerable, under served population, we minimize the high cost of outside medical care. MCIJ is also the center (HUB) for the state inmate transport system. An average of 20-100 inmates stay overnight and receive health care.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Avg # of inmate medical requests for care evaluated by the Triage Nurse monthly	900	950	949	955
Outcome	% of medical requests that are resolved by RN staff	70.0%	75.0%	76.0%	76.0%

### Performance Measure - Description

FY13 performance measures reflect the entire facility.



## Legal/Contractual Obligation

From the US Supreme Court to the Oregon State Revised Statutes, necessary health care for incarcerated individuals is a right because they have lost their freedom to obtain care on their own. Access to care, an evaluation by a health professional and a right to receive care that is ordered is mandated by the 4th, 8th and 14th amendments. When serious health needs are not addressed by professionals, deliberate indifference to medical needs bring harm to individuals entrusted to our care. Corrections Health is bound by ethical standards to provide unbiased care to all individuals.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$1,707,254	\$0	\$1,871,068	\$0
Contracts	\$236,699	\$0	\$140,729	\$0
Materials & Supplies	\$95,701	\$0	\$120,461	\$0
Internal Services	\$127,047	\$0	\$191,974	\$0
Total GF/non-GF:	<b>\$2,166,701</b>	<b>\$0</b>	<b>\$2,324,232</b>	<b>\$0</b>
Program Total:	<b>\$2,166,701</b>		<b>\$2,324,232</b>	
Program FTE	13.76	0.00	15.70	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$19,525	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$33,851	\$0
<b>Total Revenue:</b>	<b>\$19,525</b>	<b>\$0</b>	<b>\$33,851</b>	<b>\$0</b>

## Explanation of Revenues

As a result of the laws that govern the responsibilities of governmental agencies in the care of detained individuals, Corrections Health is unable to bill for services from 3rd party payers, insurance companies, Medicare, etc. These rules and laws are under review both locally and nationally to determine if additional revenue sources can be made available to jails. A co-pay system is in place that charges the inmate accounts for a nominal fee for evaluations, clinic visits and medications. Many treatments, screenings, diagnostic tests and communicable diseases testing are at no charge to the individuals in order to provide safety.

Corrections Health MCIJ Base Services and Clinical Services is funded by \$2,324,232 in county general fund. The program estimates to collect \$33,851 in medical fees that are included in the county general fund.

## Significant Program Changes

**Last year this program was:** #40051A, Corrections Health MCIJ Base Services and Clinical Services

**Lead Agency:** Health Department

**Program Contact:** CHESNEY Jeannie M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Corrections Health Multnomah County Inverness Jail houses 860 men, women, inmate workers for inside/outside work crews, sentenced individuals and those awaiting trial who are being medically stabilized with treatment. Approximately 160-170 USM detainees are housed in the system daily. MCIJ health personnel care for all those detainees transferred from MCDC for stable housing until disposition of their legal process is complete. Sentenced and unsentenced detainees have a plan of care in place to maintain treatment of their health conditions in order to prevent emergencies, pain and suffering which is the constitutional measure of quality care. Trained, skilled professional staff working 24/7 provide effective screening, illness identification, evaluation and effective targeted treatment through a system of policies and procedures that reflect the standard of care in the community and equal to other correctional facilities across the country. Over 38,000 individuals are cared for each year with over 60% having health conditions, such as diabetes, kidney failure, infections, alcohol and drug withdrawal and mental illnesses.

### Program Description

This offer represents a variety of health, mental health, and dental services to 430 men and women in DORMS 4-11 at MCIJ (DORMS 1,2,3 are closed). Diverse staff work 24/7 to provide evaluation, treatment, referral, medication management, emergency response, communicable disease identification and suicide prevention. Inside and outside inmate workers are monitored by Health for ability to work, injuries and medication management when out of the facility. Chronic disease monitoring is key to preventing hospitalizations for clients with diabetes, hypertension, seizures, heart disease and infections. Special orthopedic and OB/GYN clinics support in jail care. In partnership with custody staff, health responds to emergencies and screens for communicable diseases to keep everyone safe. This health care is delivered effectively through providing the right care in the right setting.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Avg # of inmate medical requests for care evaluated by the Triage Nurse monthly	900	950	949	955
Outcome	% of medical requests that are resolved by RN staff	70.0%	75.0%	76.0%	76.0%

### Performance Measure - Description

FY13 performance measures reflect the entire facility.

## Legal/Contractual Obligation

From the US Supreme Court to the Oregon State Revised Statutes, necessary health care for incarcerated individuals is a right because they have lost their freedom to obtain care on their own. Access to care, an evaluation by a health professional and a right to receive care that is ordered is mandated by the 4th, 8th and 14th amendments. When serious health needs are not addressed by professionals, deliberate indifference to medical needs bring harm to individuals entrusted to our care. Corrections Health is bound by ethical standards to provide unbiased care to all individuals.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$885,297	\$0	\$1,122,421	\$0
Contracts	\$137,617	\$0	\$24,433	\$0
Materials & Supplies	\$55,640	\$0	\$72,261	\$0
Internal Services	\$120,308	\$0	\$96,990	\$0
Total GF/non-GF:	<b>\$1,198,862</b>	<b>\$0</b>	<b>\$1,316,105</b>	<b>\$0</b>
Program Total:	<b>\$1,198,862</b>		<b>\$1,316,105</b>	
Program FTE	8.00	0.00	10.10	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$11,352	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$20,306	\$0
<b>Total Revenue:</b>	<b>\$11,352</b>	<b>\$0</b>	<b>\$20,306</b>	<b>\$0</b>

## Explanation of Revenues

As a result of the laws that govern the responsibilities of governmental agencies in the care of detained individuals, Corrections Health is unable to bill for services from 3rd party payers, insurance companies, Medicare, etc. These rules and laws are under review both locally and nationally to determine if additional revenue sources can be made available to jails. A co-pay system is in place that charges the inmate accounts for a nominal fee for evaluations, clinic visits and medications. Many treatments, screenings, diagnostic tests and communicable diseases testing are at no charge to the individuals in order to provide safety.

Corrections Health MCIJ General Housing Dorms 1 - 10 is funded by \$1,316,105 in county general fund. The program estimates to collect \$20,306 in medical fees that are included in the county general fund.

## Significant Program Changes

**Last year this program was:** #40051B, Corrections Health MCIJ General Housing Dorms 4 - 11

**Lead Agency:** Health Department

**Program Contact:** CHESNEY Jeannie M

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Corrections Health Multnomah County Inverness Jail houses 860 men, women, inmate workers for inside/outside work crews, sentenced individuals and those awaiting trial who are being medically stabilized with treatment. Approximately 160-170 USM detainees are housed in the system daily. MCIJ health personnel care for all those detainees transferred from MCDC for stable housing until disposition of their legal process is complete. Sentenced and unsentenced detainees have a plan of care in place to maintain treatment of their health conditions in order to prevent emergencies, pain and suffering which is the constitutional measure of quality care. Trained, skilled professional staff working 24/7 provide effective screening, illness identification, evaluation and effective targeted treatment through a system of policies and procedures that reflect the standard of care in the community and equal to other correctional facilities across the country. Over 38,000 individuals are cared for each year with over 60% having health conditions, such as diabetes, kidney failure, infections, alcohol and drug withdrawal and mental illnesses.

### Program Description

Corrections Health provides a variety of health, mental health and dental services to 430 men and women in dorms 12-18 at MCIJ. Diverse staff work 24/7 to provide evaluation, treatment, referral, medication management, emergency response, communicable disease identification and suicide prevention. A 10 bed medical infirmary provides skilled nursing and protective isolation in house and not at higher cost hospitals. Chronic disease monitoring is key to prevent hospitalizations for our clients with diabetes, hypertension, seizures, heart disease and infections. Special OB/GYN and orthopedic clinics support in house care. In partnership with custody staff, health responds to emergencies and screens for communicable disease to keep everyone safe. This health care is delivered effectively through providing the right care in the right setting.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Avg # of inmate medical requests for care evaluated by the Traige Nurse monthly	900	950	949	955
Outcome	% of medical requests that are resolved by RN staff	70.0%	75.0%	76.0%	76.0%

### Performance Measure - Description

FY13 Performance measures reflect the entire facility.

## Legal/Contractual Obligation

From the US Supreme Court to the Oregon State Revised Statutes, necessary health care for incarcerated individuals is a right because they have lost their freedom to obtain care on their own. Access to care, an evaluation by a health professional and a right to receive care that is ordered is mandated by the 4th, 8th and 14th amendments. When serious health needs are not addressed by professionals, deliberate indifference to medical needs bring harm to individuals entrusted to our care. Corrections Health is bound by ethical standards to provide unbiased care to all individuals.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$864,299	\$0	\$820,433	\$0
Contracts	\$137,617	\$0	\$317,859	\$0
Materials & Supplies	\$55,640	\$0	\$52,821	\$0
Internal Services	\$91,022	\$0	\$70,895	\$0
Total GF/non-GF:	<b>\$1,148,578</b>	<b>\$0</b>	<b>\$1,262,008</b>	<b>\$0</b>
Program Total:	<b>\$1,148,578</b>		<b>\$1,262,008</b>	
Program FTE	8.00	0.00	8.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$11,352	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$14,843	\$0
<b>Total Revenue:</b>	<b>\$11,352</b>	<b>\$0</b>	<b>\$14,843</b>	<b>\$0</b>

## Explanation of Revenues

As a result of the laws that govern the responsibilities of governmental agencies in the care of detained individuals, Corrections Health is unable to bill for services from 3rd party payers, insurance companies, Medicare, etc. These rules and laws are under review both locally and nationally to determine if additional revenue sources can be made available to jails. A co-pay system is in place that charges the inmate accounts for a nominal fee for evaluations, clinic visits and medications. Many treatments, screenings, diagnostic tests and communicable diseases testing are at no charge to the individuals in order to provide safety.

Corrections Health MCIJ Dorms 11-17 Including Infirmary is funded by \$1,262,008 in county general fund. The program estimates to collect \$14,843 in medical fees that are included in the county general fund.

## Significant Program Changes

**Last year this program was:** #40051C, Corrections Health MCIJ Dorms 12-18 Including Infirmary

**Lead Agency:** Health Department

**Program Contact:** OXMAN Gary L

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The County Medical Examiner's Office (ME) investigates and determines the cause and manner of deaths which occur under specific circumstances in Multnomah County. Approximately 2,200 of the County's 6,300 yearly deaths fall into this category. ME Office activities are highly visible to the public when an investigable death occurs in the community. ME staff are directly involved with the families and loved ones of deceased individuals as well as the responder community (police, fire, mortuary services, accident investigators) on a daily basis. The Office operates 24/7/365.

### Program Description

Under ORS Chapter 146, the County is required to have a Medical Examiner (ME) Office to investigate deaths that occur under specific circumstances. These include deaths a) that are apparently homicidal, suicidal or occurring under suspicious circumstances, b) resulting from unlawful use of controlled substances or toxic agents, c) following an accident or injury, d) occurring under incarceration or police custody, and e) during or arising from employment. They also include deaths that are sudden, unexpected or that are unattended by a physician.

As most deaths investigated by the ME are sudden and unexpected, the ME Office is in a unique position to identify unusual and emerging causes of death and injury, and to contribute to preventive public health interventions. Examples include clusters of death due to prescription medication or illicit drug use.

ORS 146 establishes a hybrid state/county approach to ME services. Counties and the state share authority and responsibility for staffing, supervision, operations, and technical direction. Multnomah County staff carry out field death investigations, authorize removal of deceased persons from the place of death, notify next-of-kin, and protect decedents' property until a personal representative takes charge. They also work in collaboration with state physician Medical Examiners who perform autopsies and certify the cause and manner of death. The Multnomah County ME Office is physically co-located with the Clackamas County and Oregon ME Offices in an Oregon State Police facility in Clackamas County. The County ME Office was transferred from the District Attorney to the Health Department in July 2011. The Health Department is re-establishing the ME Office's alignment with general Multnomah County procedures, systems, and culture.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of deaths requiring investigation	0	0	2,200	2,200
Outcome	Deputy Medical Examiner arrives on-scene within one hour for 90% of calls	0.0%	0.0%	90.0%	90.0%

### Performance Measure - Description

✓ **Measure Changed**

Output: Number of deaths in Multnomah County that require investigations

Outcome: A Deputy Medical Examiner arrives on-scene in 90% of calls requiring on-scene investigation within one hour of first notification in order to support public safety, law enforcement, and affected members of the public.

## Legal/Contractual Obligation

ORS 146 specifies responsibilities and authorities for the Office (i.e. deaths requiring investigation; responsibility for investigation; notification of death; removal of body; authority to enter and secure premises; notification of next of kin; authority to order removal of body fluids; autopsies; disposition of personal property; unidentified human remains). ORS 146 also establishes a hybrid state/county program structure which limits the county's authority over operations, procedures, and technical functions.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$814,318	\$0	\$818,301	\$0
Contracts	\$65,500	\$0	\$50,000	\$0
Materials & Supplies	\$11,933	\$0	\$7,349	\$0
Internal Services	\$45,523	\$0	\$68,345	\$0
Total GF/non-GF:	<b>\$937,274</b>	<b>\$0</b>	<b>\$943,995</b>	<b>\$0</b>
Program Total:	<b>\$937,274</b>		<b>\$943,995</b>	
Program FTE	9.00	0.00	9.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Medical Examiner's Office is funded by \$943,995 in county general fund

## Significant Program Changes

✓ Significantly Changed

**Last year this program was:** #40052, Medical Examiner's Office

On July 1, 2011 management of the Medical Examiner's Office was transferred from the District Attorney's Office to the Health Department. Although the importance of the Office's contribution to law enforcement is well understood, the bulk of the Office's time and effort is dedicated to public health and safety or protecting the public from disease and injury. In the past, the Office had limited day-to-day interaction with the District Attorney's Office which resulted in a backlog of supervisory, supply, and management issues that need attention (e.g. job descriptions, performance evaluations, OSHA-required equipment, etc.). The Health Department's FY 2012-13 budget constraint is inadequate to support current ME Office services. This program offer includes no managerial or supervisory oversight for the program and staff. It reduces the Oregon State Police building support contract, which jeopardizes the State/County hybrid structure. It removes funding for OSHA-required equipment and for American Board of Medicolegal Death Investigators certification training. Overtime for Deputy Medical Examiners is reduced by 67% and on-call for Deputy Medical Examiners and Pathologist Assistants by 62% relative to current utilization. This will significantly impact the ability of Deputy Medical Examiners to respond to death investigations 24/7/365, and Pathology Assistants' support of autopsies to certify cause and manner of death.

**Lead Agency:** Health Department

**Program Contact:** OXMAN Gary L

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The County Medical Examiner's Office (ME) investigates and determines the cause and manner of deaths which occur under specific circumstances in Multnomah County. Approximately 2,200 of the County's 6,300 yearly deaths fall into this category. ME Office activities are highly visible to the public when an investigable death occurs in the community. ME staff are directly involved with the families and loved ones of deceased individuals as well as the responder community (police, fire, mortuary services, accident investigators) on a daily basis. The Office operates 24/7/365.

### Program Description

Under ORS Chapter 146, the County is required to have a Medical Examiner (ME) Office to investigate deaths that occur under specific circumstances. These include deaths a) that are apparently homicidal, suicidal or occurring under suspicious circumstances, b) resulting from unlawful use of controlled substances or toxic agents, c) following an accident or injury, d) occurring under incarceration or police custody, and e) during or arising from employment. They also include deaths that are sudden, unexpected or that are unattended by a physician.

As most deaths investigated by the ME are sudden and unexpected, the ME Office is in a unique position to identify unusual and emerging causes of death and injury, and to contribute to preventive public health interventions. Examples include clusters of death due to prescription medication or illicit drug use.

ORS 146 establishes a hybrid state/county approach to ME services. Counties and the state share authority and responsibility for staffing, supervision, operations, and technical direction. Multnomah County staff carry out field death investigations, authorize removal of deceased persons from the place of death, notify next-of-kin, and protect decedents' property until a personal representative takes charge. They also work in collaboration with state physician Medical Examiners who perform autopsies and certify the cause and manner of death. The Multnomah County ME Office is physically co-located with the Clackamas County and Oregon ME Offices in an Oregon State Police facility in Clackamas County. The County ME Office was transferred from the District Attorney to the Health Department in July 2011. The Health Department is re-establishing the ME Office's alignment with general Multnomah County procedures, systems and culture.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of deaths requiring investigation	0	0	2,200	2,200
Outcome	Deputy Medical Examiner arrives on-scene within one hour for 90% of calls	0.0%	0.0%	90.0%	90.0%

### Performance Measure - Description

✓ **Measure Changed**

Output: Number of deaths in Multnomah County that require investigations

Outcome: A Deputy Medical Examiner arrives on-scene in 90% of calls requiring on-scene investigation within one hour of first notification in order to support public safety, law enforcement, and affected members of the public.



## Legal/Contractual Obligation

ORS 146 specifies responsibilities and authorities for the Office (i.e. deaths requiring investigation; responsibility for investigation; notification of death; removal of body; authority to enter and secure premises; notification of next of kin; authority to order removal of body fluids; autopsies; disposition of personal property; unidentified human remains). ORS 146 also establishes a hybrid state/county program structure which limits the county's authority over operations, procedures, and technical functions.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$0	\$50,591	\$0
Contracts	\$0	\$0	\$15,000	\$0
Materials & Supplies	\$0	\$0	\$7,929	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$73,520</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$73,520</b>	
Program FTE	0.00	0.00	0.20	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

This scaled program offer for the Medical Examiner's Office would be funded by additional general fund support of \$73,520.

## Significant Program Changes

✔ **Significantly Changed**

### Last year this program was:

On July 1, 2011 management of the Medical Examiner's Office was transferred from the District Attorney's Office to the Health Department. Although the importance of the Office's contribution to law enforcement is well understood, the bulk of the Office's time and effort is dedicated to public health and safety, protecting the public from disease and injury. In the past, the ME Office had limited day-to-day interaction with the District Attorney's Office. This resulted in a backlog of supervisory, supply, and management issues needing attention (e.g. job descriptions, performance evaluations, OSHA-required equipment, etc.). The Health Department identified a manager to address these issues and provide overall support and direction to the Office.

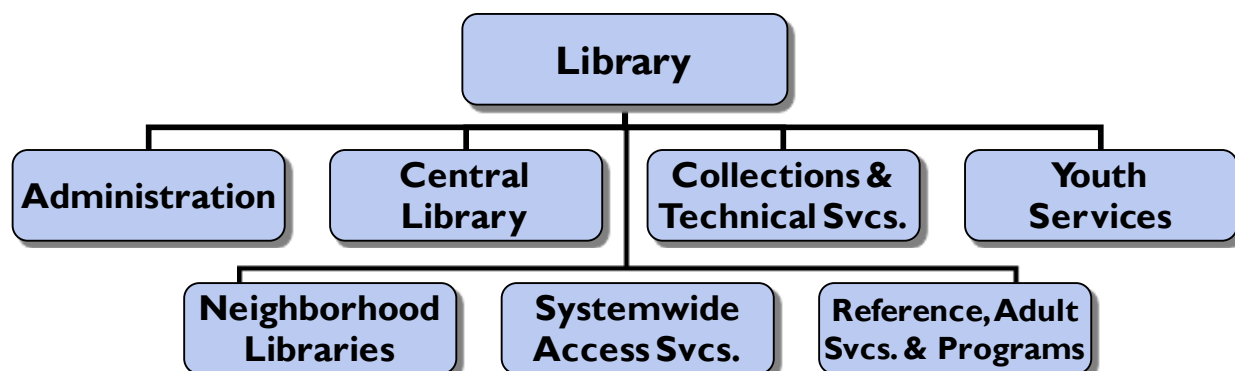
## Department Overview

In its nearly 150 years of service to this community, the Multnomah County Library (MCL) has upheld the principles of intellectual freedom and the public's right to know by providing people of all ages with access and guidance to information and collections that reflect all points of view. In 1864, that access and guidance was exclusively through books. In 2012, in addition to books, the library serves this community via the Web, electronic databases, Twitter, Facebook, ebooks, chat and more. Transcending the ongoing evolution of information delivery and in spite of reduced resources, there are three unique pillars that define the library's role and value in this community:

- Free access for all
- A trusted guide for learning
- The leading advocate for reading

The service priorities listed below build upon these pillars and guide the decision-making process to ensure that Multnomah County Library is providing this community the best services possible while using limited resources wisely. As the economy, the needs of the community, and the ways in which people access information change and transform, the library will continue to respond.

1. We think yes
2. We champion reading for all
3. We help the community flourish
4. We prepare young minds for success
5. We speak your language



## Budget Overview

The FY 2013 budget for the Library is \$58.8 million, which is \$4.4 million lower than the FY 2012 adopted budget. This budget assumed passage of a three-year renewal of the current \$0.89 local option levy; the renewal was approved in May 2012. Property tax funding from the levy provides \$32.6 million (55%) of the Library's operating budget. A General Fund cash transfer provides \$14.9 million (25%), the Library Fund balance provides \$4.1 million (7%), and library-generated revenues such as grants, overdue fines, interest earnings, and user charges for services provided to library patrons amount to \$3.8 million (7%) of the total funding. The Library will also use a portion of one-time-only General Fund support provided by the Board of County Commissioners for the remaining \$3.4 million (6%) in operating funds.

Total Library positions have been reduced by 43.25 FTE, decreasing from 494.00 FTE in FY 2012 to 450.75 FTE in FY 2013. This change in FTE is largely due to having Central Library and the neighborhood libraries open six days a week instead of seven and reduced open hours at all library locations. Additional changes in FTE relate to adjustments made to align with the County's span of control initiative and changes in workload.

Other changes to meet FY 2013 funding levels include a \$1.0 million reduction in the Library Book Budget and at least \$650,000 in reduced management, administrative, and support costs.

<b>Budget Trends*</b>		<b>FY 2012</b>	<b>FY 2012</b>	<b>FY 2013</b>	
	<b>FY 2011</b>	<b>Current</b>	<b>Adopted</b>	<b>Adopted</b>	
	<b><u>Actual</u></b>	<b><u>Estimate</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Difference</u></b>
Staffing FTE	495.09	494.00	494.00	450.75	(43.25)
Personnel Services	\$38,261,157	\$39,537,991	\$39,688,041	\$36,705,757	(\$2,982,284)
Contractual Services	1,305,613	921,675	1,982,127	1,583,445	(398,682)
Materials & Supplies	20,442,619	21,098,767	20,798,932	20,514,594	(284,338)
Capital Outlay	<u>128,900</u>	<u>76,532</u>	<u>737,808</u>	<u>0</u>	<u>(737,808)</u>
<b>Total Costs</b>	<b>\$60,138,289</b>	<b>\$61,634,965</b>	<b>\$63,206,908</b>	<b>\$58,803,796</b>	<b>(4,403,112)</b>

\*Does not include cash transfers, contingencies or unappropriated balances.

## Successes and Challenges

Multnomah County Library is one of the best-used urban libraries in the country, ranking second in circulation among all libraries and first among libraries serving fewer than one million people. MCL is also second in circulation per capita among large urban libraries. From FY 2010 to FY 2011 checkouts increased 8.8%, holds filled were up 6.2%, and circulation per capita hit 32.5. Year-to-date FY 2012 numbers show continued growth in use. Keeping up with the materials movement workload continues to be a challenge, but with the full implementation of RFID technology in FY 2011, the patron use of self checkout is up 198%.

With the end of FY 2012, the library is closing out the fifth and final year of its current local option levy, which provides about two-thirds of the library's total budget. In January 2012, the Board of County Commissioners voted to refer a three-year renewal of the current \$0.89 levy to the May ballot. The FY 2013 budget assumed passage of the levy, which was approved in the May election.

An \$0.89 levy will not provide sufficient funding to maintain current library services. With higher property tax compression directly impacting the collection of the library levy, the library has tapped into its carryover reserve in increasing amounts for the last three years in order to maintain promised services. Renewing the levy at the current rate increases the funding gap to about 20-25% for FY 2013. In recognition of that gap, the Board has committed an additional \$10 million in one-time-only General Fund support in order to mitigate the reduction in revenue over the three years of the proposed levy. This reduces the funding gap to about 10%, or roughly \$6.5 million for FY 2013.

In order to meet FY 2013 funding levels, the library will make service reductions that include: closing all locations one day/week and reducing open hours to achieve \$4.7 million in savings; a \$1.0 million reduction in the budget for library materials; and a corresponding reduction of at least \$650,000 in management, administrative, and support costs. MCL will keep libraries open six days a week; continue programs for young and school-age children; continue services for seniors, job seekers, small business owners, those speaking English as a second language, and homebound individuals; and buy new books, magazines and other materials.

In the resolution that referred the levy measure to the May ballot, the Board of County Commissioners also stated: "The Board further recognizes that the best long-term funding solution for the library is the formation of an independent library district. If Multnomah County voters approve the three-year local option levy, which will provide the Library with temporary financial stability, the Board will refer a district measure to the ballot in November 2012."

## Diversity and Equity

Multnomah County Library has always embraced the concept that a public library must be free and open to all. Besides residency in the county, there are no membership requirements, no annual fees, and no restrictions based on age, income, gender, race or creed. Anyone can walk through the library's doors, both physically and virtually, and access all the opportunities it offers.

In response to the recommendations made in a recent planning grant: Preparing African American Children for Kindergarten, the library expects to make improvements to the library collection, continue to diversify the staff, and pilot some Black culture-focused story times for young children in selected libraries.

The majority of the library's outreach programs are focused on increasing equity in learning opportunities for those who are most at risk. New immigrants and adult learners are offered citizenship classes, GED labs, English learning labs, and Talk Time sessions (English conversation practice).

Classes are offered to library staff to help increase their cross cultural effectiveness. This year's trainings include: Serving the African-American Community, Teens @ Your Library, Tips for Spanish Speaking Patrons, and Understanding the Needs of Older Patrons.

Recruitment efforts include continuing targeted outreach to specific local and national organizations that serve minorities; creating the first African and African American communities focused Youth Librarian position; developing the Shelver classification to support diversity efforts; and sponsoring a stretch assignment for a Leadership Academy participant that focused on increasing the library's diversity through outreach and recruitment.

## Budget by Division

Division Name	FY 2013 General Fund	Other Funds	Total Division Cost	Total FTE
Library Administration	\$0	\$5,092,172	\$5,092,172	41.75
Central Library	0	11,104,766	11,104,766	120.50
Collection and Technical Services	0	9,422,750	9,422,750	30.25
Youth Services	0	2,405,945	2,405,945	17.75
Neighborhood Libraries	0	19,429,295	19,429,295	200.00
Systemwide Access Services	0	9,199,593	9,199,593	23.75
Reference, Adult Services and Programming	0	2,149,275	2,149,275	16.75
<b>Total Library</b>	<b>\$0</b>	<b>\$58,803,796</b>	<b>\$58,803,796</b>	<b>450.75</b>

### Department Administration

Department Administration provides executive leadership for the library system; connects the community with the many services the library offers; manages the library's finance and budget operations; promotes the resource management of highly qualified staff; provides flexible staffing coverage for the system; and provides opportunities for people to contribute their time and talents to Multnomah County Library.

The Director's Office works with elected leaders, stakeholders, citizens, and staff to ensure that library services meet the needs of Multnomah County residents;

Business Services manages the library's finance and budget operations;

Marketing and Communications connects the library with the more than 35,000 people that use it each day, both online and in person;

Human Resources/Learning Systems provides assistance with all aspects of the employment cycle, as well as coordinating training for staff and patrons;

System Wide Staffing provides flexible staffing coverage across the system;

Volunteer Services oversees the recruitment and placement of volunteers for all library locations, outreach programs, and the Title Wave Used Bookstore.

### Significant Changes

The work and focus of this division will be heavily impacted by the library's funding situation. Major challenges will include: planning strategically to provide the best library services possible through a time of reductions and transition; planning for and managing the potential financial scenarios; working with staff through the layoff and bumping process; ensuring training for staff who are moved into different positions; communicating reduced services to the public; and effectively utilizing volunteers.

In the Marketing and Communications section, one management position is reclassified to a represented position in order to address a span of control issue.

### Central Library

Referred to as “Portland’s Crown Jewel,” Central Library is a cherished historic building, a downtown destination for locals and tourists alike. Over 2,700 people visit Central Library every day, from all around Multnomah County, the surrounding metropolitan areas, and southwestern Washington.

First opened in September 1913 and extensively renovated in 1994-97, Central Library has more than 17 miles of bookshelves. The largest public library building in Oregon, Central Library houses a diverse collection of nearly 800,000 current and historic books and other materials, including the Oregonian newspaper back to the first issue from 1850.

Statistics from the last fiscal year demonstrate the heavy use of the Central Library. Over 200,000 reference questions were answered, from people with diverse needs such as students requesting homework help to entrepreneurs wanting to start a new business. Members of the public spent over 150,000 hours on the Internet in a wide variety of activities such as completing job applications, filing applications for student financial aid, or researching the cost of a new car. Almost 400 school classes and other groups came to tour the library, conduct research, hear stories, and select materials to check out. Over 17,000 new borrowers signed up for library cards. Almost 30,000 people of all ages from babies through seniors attended a wide variety of programs and classes.

### Significant Changes

The Central Library will be open six days a week instead of seven, with open hours reduced from 57/week to 44/week. The workforce will be reduced by an estimated 13% (17.50 FTE) (program offers 80000 and 80012).

Central has a threefold purpose: to serve the patrons who use the building and all the resources it holds, to serve patrons throughout the county via system-wide services provided by Central staff, and to serve colleagues across the library system as a resource. At Central, these tasks have long been managed within geographical “sections” associated with specific parts of the building or through discrete tasks allocated to particular work groups. With reduced resources, and in order to provide the best outcome for patrons, the work will be divided into two major categories: Information Services and Access Services.

Information Services, which encompasses collection management, in-person reference and readers advisory services and virtual services by phone, email and chat, will be handled by Librarians and Library Assistants. Access Services, made up of patron and account services as well as materials movement, will be primarily handled by Library Clerks and Pages.

### Collections and Technical Services

The Collection & Technical Services Division acquires, catalogs, processes and manages the library's collection for all locations. It is organized into four units:

- The Selections Unit works with vendors, publishers and professional review sources to select materials in all formats (print, CDs, DVDs, electronic) for purchase. This unit monitors collection use by location, age group, and patron requests to determine current needs.
- The Acquisitions Unit orders, claims, receives, and pays for collection materials. This unit monitors use of collection funds, pays invoices, and maintains fund accounting records.
- The Cataloging Unit creates database records that show what the library owns, where materials are located, and whether they are available. These records enable patrons to see availability, place holds on copies, and check out materials.
- The Materials Processing Unit prepares materials for use by applying protective labels, jackets, and packaging. This unit sorts new materials for direct delivery to library locations.

In FY 2012, the Division added 91,410 new titles (367,000 copies) to library locations. 51,000 of the new titles were in an electronic format. It also managed approximately 3,000 periodical subscriptions, more than 120 databases, and a growing number of online resources. The electronic materials can be accessed 24/7 outside the library.

### Significant Changes

The Library Book Budget (80013) is reduced by \$1.0 million in FY 2013. Staffing will be reduced by 1.50 FTE to reflect the reduction in workload. Priority will be given to maintaining a strong collection of new titles through careful selection; providing ample materials for vulnerable community members; and building the digital collection.

In FY 2012, the Library continued to expand the number of titles in electronic format in response to the rapid changes occurring in the publishing industry and changing user expectations. Two groundbreaking collections of ebooks were added in early FY 2012. One of these, Public Library Complete, makes 27,000 titles available to students through Portland Public Schools high school libraries as well as through the library catalog. The other is a pay-per-view collection from Electronic Book Library that enables the library to purchase titles based on actual MCL patron use. It is anticipated that the transition to electronic formats will continue to grow in FY 2013 and beyond.



### Youth Services

Youth Services serves children from birth through grade 12 in three areas: Youth Services Management, Early Childhood Services, and School-Age Services. Youth Services Management provides planning and oversight, ensuring adequately trained staff, developmentally appropriate practices, and services that support the Library's priorities.

Early Childhood Services programs impact the literacy levels of children before they enter school by working with their adult caregivers to ensure that they know how to best impact young children's learning. Programs include: working with the county health clinics to provide a prescription for reading (Reach Out and Read); a training program for early childhood care and education providers, on-site mentoring, and a book delivery program (Early Words); a program funded by The Library Foundation to encourage parents to read with their preschoolers (Raising a Reader); a literacy-focused package sent to parents of newborns (New Parent Gifts); and parent education.

School Age Services works in partnership with school districts and after school programs to improve student success by encouraging pleasure reading (Books 2 U); and by providing instruction in using public library resources while meeting educators' needs for curriculum-support as well as literacy focused after school programs with SUN (School Corps).

### Significant Changes

School Age Services (80003) reflects changes made to align with the County's span of control initiative. During FY 2012 a program supervisor position was reclassified to a represented program coordinator position. In FY 2013, the 1.00 School Age Services Manager position is eliminated, and the positions reporting to it are moved to the Youth Services Director. A vacant 1.00 program coordinator position is also eliminated, and the 0.50 Summer Reading Coordinator position is transferred to Family and Adult Programming (80005). A 0.50 clerical position is added for administrative support. A 0.25 Library Outreach Specialist is eliminated in Books 2 U in School Age Services (80003), due to a reduction in Library Foundation funding.

School Age Services is in the midst of a federal Library Services and Technology Act grant through the Oregon State Library addressing how the library can best deliver homework resources to students in grades 2-12. This may result in new technology resources, new partnerships with school districts, and improved processes for service delivery.

A variety of programs and services are being developed to implement the recommendations stemming from a completed federal grant addressing how the library can best help black students be successful in kindergarten.

### Neighborhood Libraries

Spread throughout Multnomah County, the 18 neighborhood libraries are essential hubs of community life that provide access to books, computers with Internet access, programs, music, and meeting spaces for residents who visited these locations over 4.8 million times last year. These libraries range from historic buildings to landmark modern designs and cozy neighborhood gathering places. Patrons come from a wide variety of locations and backgrounds.

Neighborhood libraries circulate books and other materials, offer educational and engaging programs for all ages, and provide free meeting space for community groups. Libraries give patrons access to nearly two million books and other materials including collections in Spanish, Russian, Vietnamese, and Chinese. Children and young people participate in storytimes and after-school activities. Last year nearly 98,000 children took part in the Summer Reading Program; many of them participated through their neighborhood library. Adults develop critical life skills by attending computer classes, use popular job seekers labs to fill out applications, and participate in book groups. Dedicated volunteers contribute nearly 50,000 hours of service each year.

The customer service innovations continue to expand beyond the two new libraries and the Radio Frequency Identification technology installations. All staff are trained, coached and evaluated on customer service principles that ensure the patron experience is seamless.

### Significant Changes

Neighborhood libraries will be open six days a week instead of seven, with open hours reduced from 53 or 57/week to 44 hours/week. There will be a reduction of an estimated 13% (29.00 FTE) of the Neighborhood Libraries workforce (program offers 80001 and 80002). Neighborhood libraries will reduce the amount of programming and outreach offered to schools and other community organizations.

### Systemwide Access Services

Systemwide Access Services has three areas: Information Technology (IT) Services; Facilities & Materials Movement; and Customer Support and Account Management. Together, these programs ensure that library buildings and the library's online presence are inviting, safe, and functional; that print and online library materials and services are available when and where patrons need them, and that patrons receive excellent customer service in person and online.

IT supports staff computing and maintains 869 computers for public use, plus wired and wireless networks for the public to access resources such as the library catalog, licensed databases, downloadable books and media, and web sites that assist with job hunting, continuing education, and access to government services.

Materials Movement ensures that library books and materials move quickly and accurately among all 21 library locations; this program expects to move 280,000 crates in FY 2013. Library Facilities coordinates the maintenance of 21 library buildings and grounds in a safe, secure, and cost effective manner.

Customer Access and Account Management develops policies and rules to help people use library services, including 71,000 new cardholders in FY 2012. It manages IT support, develops and trains staff on new policies and procedures, ensures good stewardship of library collections, and manages system-wide and statewide projects.

### Significant Changes

Implementation of a \$200,000 grant from the Mt. Hood Cable Regulatory Commission, completed in March 2012, added 174 new Chromebook tablet PCs for public use with the library's wireless network. As a result, access to public computing is significantly improved and patrons may use 2 hours per day on all library public computers, doubling the time available to them in previous years.

Two librarian positions from Central Library (80000) and two librarian positions from Reference Services Coordination (80020) are transferred to Customer Access and Account Management (80019). Two of these librarians manage the grant-funded L-Net project, Oregon's state-wide 24/7 chat reference service. L-Net project costs were also moved to this program offer as part of the reorganization of Reference Services Coordination. The other two librarians maintain the on-line public access catalog of library holdings and the discovery layer that helps staff and patrons use the catalog, and also provide training and support of front-line staff and patrons.

Facilities and Material Movement (80018) was reorganized to address a retirement and to align with the County's span of control initiative. This has resulted in the reduction of a 0.50 senior management position (the other 0.50 is budgeted in County Facilities), as well as three other management positions. Replacement positions will include one reclassified management position and 2.50 represented positions.

### Reference, Adult Services and Programs

The Reference, Adult Services and Programming (RASP) division is responsible for the development, coordination, support, and review of reference, public programming, and adult outreach services in order to ensure consistent quality throughout the library.

Reference Coordination provides coordination, training, support, information and resources to Multnomah County Library's reference librarians and library assistants so they can quickly and accurately connect the residents of Multnomah County with the resources they want and need. Reference staff are available to assist residents in person, by phone, or by email.

The Family and Adult Programming section of RASP plans, coordinates, supports, and executes approximately 2,500 events and public programs at libraries and other community gathering places each year, all designed to enrich and transform the lives of children, families, and adults.

The Adult Outreach section of RASP provides library services and programs to Multnomah County residents underserved by traditional library means, including older adults, new immigrants, people with disabilities, adult learners, institutionalized people, and homeless people.

### Significant Changes

This division has been significantly reorganized in order to align with the County's span of control initiative and to achieve budget reductions. The vacant 1.00 Reference, Adult Services, and Programming Coordinator position (senior library manager) is eliminated in the FY 2013 budget (80020). In order to increase the span of control, a Program Supervisor, Senior position is replaced with a Program Manager level position that will have responsibility for system wide programming and also oversee adult outreach and community partnerships. Three librarian positions are moved to this unit in recognition that, as Central Library and the Neighborhood Libraries reduce staffing, there will be significantly less in-house capacity for program implementation and coordination. The Summer Reading Coordinator position is moved here (from Youth Services Management, offer 80015), and a half-time clerical support position is added. These changes are reflected in program offer 80005, Family and Adult Programming.

## Multnomah County Library

The following table shows the programs that make up the departments total budget. The individual programs follow their respective divisions.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
<b>Library Administration</b>					
80007	Library Director's Office	\$0	\$797,238	\$797,238	5.00
80008	Marketing & Communications	0	1,082,474	1,082,474	8.50
80009	Business Services	0	953,753	953,753	4.75
80010	Volunteer Svcs/Title Wave Book Store	0	409,511	409,511	3.50
80011	Human Resources/Learning Systems/System Wide Staffing	0	1,849,196	1,849,196	20.00
<b>Central Library</b>					
80000	Central Library	0	8,920,667	8,920,667	118.00
80012	Central Director's Office	0	2,184,099	2,184,099	2.50
<b>Collection and Technical Services</b>					
80013	Library Book Budget	0	5,802,500	5,802,500	0.00
80014	Library Books - Acquisition & Processing	0	3,620,250	3,620,250	30.25
<b>Youth Services</b>					
80003	School Age Services	0	1,031,425	1,031,425	7.75
80004	Early Childhood Services	0	1,004,140	1,004,140	7.50
80015	Youth Services Management	0	370,380	370,380	2.50
<b>Neighborhood Libraries</b>					
80001	Regional Libraries	0	6,888,842	6,888,842	69.50
80002	Neighborhood Libraries	0	12,035,252	12,035,252	126.50
80016	Neighborhood Libraries Management		505,201	505,201	4.00
<b>Systemwide Access Services</b>					
80017	IT Services	0	5,948,874	5,948,874	0.00
80018	Facilities & Material Movement	0	1,808,689	1,808,689	14.75
80019	Customer Support & Account Management	0	1,442,030	1,442,030	9.00
<b>Reference, Adult Services and Programming</b>					
80005	Family & Adult Programming	0	1,175,543	1,175,543	7.00
80006	Adult Outreach	0	716,168	716,168	7.75
80020	Reference Services Coordination	0	257,564	257,564	2.00
<b>Total Library</b>		<b>\$0</b>	<b>\$58,803,796</b>	<b>\$58,803,796</b>	<b>450.75</b>

**Lead Agency:** Library

**Program Contact:** Susan Banks

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Central Library offers books, informational services, public programs and classes, and meeting space. Central Library serves the diverse people and communities throughout Multnomah County: urban core, suburban neighborhoods, disadvantaged, affluent, preschoolers, students, retirees, job hunters, and culture seekers. Central Library serves the patrons who use the building and all the resources it holds, the patrons throughout the county via system-wide services provided by Central staff, our colleagues across the library system as a resource for information and access services.

### Program Description

Central Library engages citizens with ideas and brings them together for community interaction by providing programs, meeting rooms, and public forums as well as books and other informational materials. More than 975,000 people visit Central annually, averaging over 2,700 visits per day. Central Library fosters opportunities and resources for lifelong learning by offering access to more than 749,000 books and other items. Central Library provides 100 public computers with free Internet access used more than 184,000 hours (69.8% utilization rate); provides high speed wireless access in 183,000 wi-fi sessions; answers over 204,000 information queries; offers 1,321 programs; and contributes to sustainability by sharing resources that would have cost \$24 million annually if purchased by individuals.

This offer provides opportunities for diverse neighbors to interact and engender a sense of community. People attend programs done in partnerships with other organizations, such as the PCC co-sponsored "lunch & learn" series that improves work and life skills. Central Library also offers a variety of forums and resource fairs where people meet, gather, and discuss ideas and issues pertinent in the community. Groups use meeting rooms for their own community meetings and events. Central Library provides essential services to those without computers by providing free Internet access through Internet stations, wireless access, and a variety of free computer labs and classes. Central Library provides people from all walks of life with a lifetime of learning through books, magazines, and online resources in an array of subjects - from art & music to job hunting & car repair, from poetry & philosophy to adult literacy & language learning. Breaking down cultural and economic barriers, Central empowers new immigrants, small business owners, seniors, students, and the homeless by providing information survival tools needed to develop life skills.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Books and items checked out or renewed	2,696,023	2,900,000	2,733,767	2,700,000
Outcome	Patrons who found books or items they wanted	93.0%	92.0%	91.5%	91.5%
Efficiency	Books and items checked out per capita	33	31	33	33

### Performance Measure - Description

Outcome: From the library's annual Output Measures survey.

Efficiency: Checkouts & renewals per capita (circulation/service population) Multnomah County has the second highest circulation per capita in the nation among libraries serving more than 250,000 people. (Source: Public Library Data Service Statistical Report)

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$10,090,722	\$0	\$8,478,404
Contracts	\$0	\$88,090	\$0	\$78,395
Materials & Supplies	\$0	\$239,303	\$0	\$164,159
Internal Services	\$0	\$262,535	\$0	\$199,709
Capital Outlay	\$0	\$10,000	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$10,690,650</b>	<b>\$0</b>	<b>\$8,920,667</b>
Program Total:	<b>\$10,690,650</b>		<b>\$8,920,667</b>	
Program FTE	0.00	134.50	0.00	118.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80000, Central Library

This proposal reduces Central Library from seven open days to six, with open hours reduced from 57 to 44/week. There is a net reduction of 16.5 FTE, and the work of the Central Library units (typically organized by physical location within the building), will be restructured. This restructuring results in two main work areas: Information Services (collection management, reference and readers advisory services - both in-person and virtually), and Access Services (patron/account services and materials movement).



**Lead Agency:** Library  
**Program Offer Type:** Existing Operating  
**Related Programs:** 80002

**Program Contact:** Rita Jimenez

**Program Characteristics:**

**Executive Summary**

This program offer is for the four regional libraries: Gresham, Hillsdale, Hollywood, and Midland. Regional libraries have more space and larger collections, and offer more services, than the smaller neighborhood libraries. Last year, residents visited regional libraries over 1.7 million times and benefited from diverse learning, cultural, and recreational opportunities.

**Program Description**

Multnomah County residents currently have access 6 days a week, including some evenings, to over 510,000 items at the 4 regional libraries, including books and other items in Spanish, Vietnamese, Chinese, and Russian. Children and young people participate in storytimes, Summer Reading, and after school activities (peak hours for juvenile crime). Almost 950 groups have used free community space for meetings, thereby fostering meaningful citizen involvement and neighborhood interaction. Residents develop critical life skills through job training resources, book groups, opportunities for civic engagement, and other library programs. Libraries help bridge the digital divide by providing free basic computer classes and free Internet access to those without computers. Language learning and educational programs improve employment opportunities and quality of life for those residents with low English proficiency and limited resources.

The 4 regional libraries offer a variety of programs that provide opportunities for neighbors to interact. Dedicated volunteers from youth to seniors contribute over 15,800 hours of service each year. In addition, libraries serve as a bridge for the diverse cultures within Multnomah County. Residents who are non-English speakers enjoy about 461 bilingual programs and events each year. Regional libraries offer culturally diverse programs such as Dia de Los Ninos and Lunar New Year celebrations. Regional libraries provide opportunities & resources for lifelong learning by providing free access to computers and high-speed wireless Internet, a critical resource for the 30% of Oregon households that do not have broadband Internet access. 109 public computers with Internet access are used along with patrons' personal devices for over 320,000 sessions. More than 436 free computer classes and labs help attendees develop life and job skills. Residents also access information, training, and other resources to increase literacy skills and become citizens. Research indicates that youth participation in summer reading programs results in improved reading skills and enhances all other learning. Over 98,000 children participated in the 2011 Summer Reading program across the library system, and 56,204 people attended youth programs at regional libraries last year.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Books and items checked out or renewed	6,669,453	6,600,000	6,700,000	6,700,000
Outcome	Patrons who found books and items they wanted	90.7%	90.0%	90.0%	90.0%
Efficiency	Cost per item checked out or renewed (see below)	0	0	0	0

**Performance Measure - Description**

Efficiency: Cost per item checked out or renewed (total annual expenditures/total circulation): FY11 actual = \$2.47; FY12 purchased = \$2.62; FY12 estimate is same as FY12 purchased = \$2.62; FY13 offer = \$2.35. Among the nation's busiest libraries, MCL has one of the lowest costs per item checked out. (Source: Public Library Data Service Statistical Report)



## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$6,440,084	\$0	\$5,379,833
Contracts	\$0	\$7,000	\$0	\$8,100
Materials & Supplies	\$0	\$105,041	\$0	\$110,104
Internal Services	\$0	\$1,348,542	\$0	\$1,390,805
Total GF/non-GF:	<b>\$0</b>	<b>\$7,900,667</b>	<b>\$0</b>	<b>\$6,888,842</b>
Program Total:	<b>\$7,900,667</b>		<b>\$6,888,842</b>	
Program FTE	0.00	83.50	0.00	69.50
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80001, Regional Libraries

This proposal reduces the regional libraries from seven open days to six, with open hours reduced from 57 to 44/week. There is a net reduction of 14.50 FTE. As a result, residents will have fewer hours to access library buildings and services. With diminished staff yet increasing use, regional libraries will be reducing the amount of programming and outreach offered to schools and community organizations.

**Lead Agency:** Library

**Program Contact:** Rita Jimenez

**Program Offer Type:** Existing Operating

**Related Programs:** 80001

**Program Characteristics:**

### Executive Summary

This program offer is for the 14 neighborhood libraries: Albina, Belmont, Capitol Hill, Fairview-Columbia, Gregory Heights, Holgate, Kenton, North Portland, Northwest, Rockwood, St. Johns, Sellwood-Moreland, Troutdale & Woodstock libraries. Last year, residents visited neighborhood libraries over 2.8 million times and benefited from diverse learning, cultural, and recreational opportunities.

### Program Description

Neighborhood libraries serve as community facilities where residents can attend classes, programs, and community forums that provide opportunities for neighbors to interact. County residents have access 6 days a week, including some evenings, to a collection of almost 728,000 books and other items, including materials in Spanish, Vietnamese, Chinese, and Russian. Children & young people participate in storytimes, Summer Reading, and after-school activities (peak hours for juvenile crime). Residents develop critical life skills through job training resources, book groups, civic engagement, and other library programs. Libraries help bridge the digital divide by providing free Internet access and free basic computer classes to those without computers or Internet connection. Language learning and educational programs improve employment opportunities and quality of life for residents with low English proficiency and limited resources. Residents also access information, training and resources to increase literacy skills and become citizens.

The neighborhood libraries offer a variety of programs that provide opportunities for neighbors to interact. Dedicated volunteers from youth to seniors contribute over 33,000 hours of service each year, and over 1,300 groups use free library space for community meetings. In addition, libraries serve as a bridge for the diverse cultures within Multnomah County. Residents who are non-English speakers enjoy over 1,499 bilingual programs and events each year. Neighborhood libraries provide opportunities and resources for lifelong learning by providing free access to computers and high-speed wireless Internet. The 193 public computers with Internet access and patron's personal devices are used for almost 690,000 sessions, and more than 1,060 free computer classes and labs help attendees develop life and job skills. Research indicates that youth participation in summer reading programs results in improved reading skills and enhances all other learning. Over 98,000 children participated in the 2011 Summer Reading program across the library system, and 119,355 people attended youth programs at neighborhood libraries last year.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Books and items checked out or renewed	11,176,274	10,500,000	11,500,000	11,500,000
Outcome	Patrons who rated Neighborhood Libraries' public programs good or excellent	99.0%	98.0%	98.0%	98.0%
Efficiency	Cost per item checked out or renewed (see below)	0	0	0	0

### Performance Measure - Description

Efficiency: Cost per item checked out or renewed (total annual expenditures/total circulation): FY11 actual = \$2.47; FY12 purchased = \$2.62. FY12 estimate is same as purchased = \$2.62. FY13 offer = \$2.35. Among the nation's busiest libraries, MCL has one of the lowest costs per item checked out. (Source: Public Library Data Service Statistical Report).

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$10,688,486	\$0	\$9,804,555
Contracts	\$0	\$14,600	\$0	\$16,300
Materials & Supplies	\$0	\$200,900	\$0	\$159,974
Internal Services	\$0	\$2,022,156	\$0	\$2,054,423
Total GF/non-GF:	<b>\$0</b>	<b>\$12,926,142</b>	<b>\$0</b>	<b>\$12,035,252</b>
Program Total:	<b>\$12,926,142</b>		<b>\$12,035,252</b>	
Program FTE	0.00	141.50	0.00	126.50
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80002, Neighborhood Libraries

This proposal reduces the neighborhood libraries from seven open days to six, with open hours reduced from 53 to 44/week. There is a net reduction of 14.50 FTE. As a result, residents will have fewer hours to access library buildings and services. With diminished staff yet increasing use, neighborhood libraries will be reducing the amount of programming and outreach offered to schools and community organizations.

**Lead Agency:** Library

**Program Contact:** Katie O'Dell

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Measure 5 Education

### Executive Summary

School-Age Services (SAS) improves kindergarten through high school students' reading and information literacy by training students to effectively use public library online research tools; by connecting students with dynamic book collections and reading motivation programs; and by offering curriculum support, training, and resources for their educators, parents and caregivers. Services are targeted toward students at risk of low literacy.

### Program Description

SAS staff, who are trained in research, booktalking, and reading promotion, serve students, educators, parents, and caregivers in public and private schools, community agencies, county programs, treatment facilities, and other locations serving school-age youth. Staff provide information, books, training, recreational programs, and technical support to increase students' and invested adults' literacy and information skills. Thousands of quality children's books are delivered to schools and community agencies. School Corps (SC) provides direct service to students, parents, and educators during the school day, after school, and during the summer. Librarians collaborate with educators to increase students' academic success and literacy in the county's K-12 schools & SUN programs by training students to effectively and efficiently use public library resources for student research and pleasure reading. BOOKS 2 U (B2U) staff and volunteers introduce students to high interest books through booktalking programs and by providing paperback copies of books they promote. Their goal is to introduce Multnomah County Library as an educational partner and significant resource. To that end, they attend and present at parent and family night programs; provide library cards to children served; and promote the library's Summer Reading program, as well as the neighborhood library and its services.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Youth served in B2U & SC in school year programs (duplicated)	71,407	104,000	71,842	65,000
Outcome	% of students whose research skills increase after SC presentation	98.0%	90.0%	91.0%	90.0%
Outcome	% of teachers indicating that they will ask for School Corps services again	100.0%	95.0%	100.0%	95.0%
Output	% of schools served that show improvement in 3rd & 5th grade reading scores	60.0%	60.0%	61.0%	61.0%

### Performance Measure - Description

**Output:** Counts contacts during both in-school and out-of-school hours during the school year. While the program has not significantly changed, the way School Corps delivers their quarterly newsletter and counts their contacts has changed. This is the reason for the drop in overall students served.

**Outcome:** Data comes from a student pre/post test.

**Outcome:** From online teacher surveys.

**Output:** From the Oregon State Department of Education.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$997,470	\$0	\$853,752
Contracts	\$0	\$0	\$0	\$16,600
Materials & Supplies	\$0	\$116,671	\$0	\$132,828
Internal Services	\$0	\$33,155	\$0	\$28,245
Total GF/non-GF:	<b>\$0</b>	<b>\$1,147,296</b>	<b>\$0</b>	<b>\$1,031,425</b>
Program Total:	<b>\$1,147,296</b>		<b>\$1,031,425</b>	
Program FTE	0.00	10.00	0.00	7.75
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

This program is receiving \$122,055 from a Library Services & Technology Act (LSTA) grant received from the State Library for the improvement of homework help resources for students. \$175,000 comes from The Library Foundation for Books 2 U.

## Significant Program Changes

✔ Significantly Changed

### Last year this program was:

Net reduction of 2.25 FTE: 2.0 due to addressing span of control issues; 0.25 due to reduction in Library Foundation funding for personnel.

**Lead Agency:** Library

**Program Contact:** Renea Arnold

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Measure 5 Education

### Executive Summary

Early Childhood Services (ECS) helps children enter kindergarten with the skills they need to learn to read by enhancing their parents' and caregivers' knowledge about and skills in fostering early literacy, early brain development, and hands-on literacy activities, and by providing demonstrations of best practices in sharing books with their children. Services are directed toward families whose children are at risk for low literacy.

### Program Description

ECS staff, who are trained in child development, brain development, and early reading research, visit parents and caregivers in social service agencies, childcare centers, Head Start centers, teen parent programs, treatment facilities, and any other locations serving adults with children birth to 5. They teach parents and caregivers how to prepare their preschool children for reading. Classes, taught in English, Spanish, Russian, Chinese, and Vietnamese, show adults how to read, talk, sing, and rhyme with babies, toddlers, and preschoolers so that children develop the pre-reading skills they need before they enter kindergarten.

From birth to age 5, children go through a critical window for brain development that supports literacy. Reading, talking, singing, and rhyming with children during this sensitive time determines a child's future as a reader. Many parents and caregivers don't know how early this window opens—and closes—and how tremendous an impact simple actions can have on their children's future ability to read. Children must have early experiences with language, books, and writing tools to become successful readers. Research shows that disadvantaged children start kindergarten with significantly lower cognitive skills than their more advantaged counterparts because of their lack of language and literacy experiences BEFORE they get to school. The most vulnerable children are those who live in poverty, speak English as a second language, have few books in their homes, and whose mothers have limited education and low literacy. ECS reaches these parents on-site and shows them easy ways to help their children gain pre-reading skills during these most important years. Program evaluations show that parents and caregivers gain clear knowledge of their role in their children's preparedness for reading. This program links to the Early Childhood Framework Early Care and Education Goal: "All children benefit from developmentally appropriate active learning opportunities."

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Parents, teen parents and caregivers served	9,312	6,500	7,000	7,000
Outcome	% of participants who show an increase in reading & literacy activities	90	92	90	90
Output	Books delivered	584,882	450,000	450,000	450,000

### Performance Measure - Description

Outcome: Parents show an increase in five behaviors: 1. Encourage child to participate more often; 2. Point out pictures and talk about them; 3. Read the book more than once; 4. Ask or answer questions while reading; 5. Talk about new words.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$681,863	\$0	\$697,509
Contracts	\$0	\$19,900	\$0	\$22,400
Materials & Supplies	\$0	\$305,871	\$0	\$261,251
Internal Services	\$0	\$25,272	\$0	\$22,980
Total GF/non-GF:	<b>\$0</b>	<b>\$1,032,906</b>	<b>\$0</b>	<b>\$1,004,140</b>
Program Total:	<b>\$1,032,906</b>		<b>\$1,004,140</b>	
Program FTE	0.00	7.50	0.00	7.50
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

\$44,200 is expected from the State's "Ready to Read" per capita funding. \$361,170 comes from The Library Foundation for Raising A Reader and New Parent Programs.

## Significant Program Changes

**Last year this program was:** #80004, Early Childhood Services  
No significant changes.



**Lead Agency:** Library

**Program Contact:** Terrilyn Chun

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Family and Adult Programming plans, coordinates, executes and provides systemwide support for a wide variety of public events and programs at libraries and community gathering places designed to enrich the lives of children, families and adults and to support them during this difficult economy. Examples include author talks, exhibits, lectures, computer classes and job labs, craft programs, civic discussions and cultural events. Teens and adults participate in monthly book groups and in Everybody Reads, Multnomah County's community-wide reading project; children and families attend craft programs and kid-friendly performances; and annual events such as Dia de los Ninos and Lunar New Year highlight and celebrate the diversity of the Spanish, Chinese, Vietnamese and Russian-speaking communities. This program now includes oversight of summer reading and systemwide coordination and support to frontline staff for community outreach including services and programs to vulnerable populations.

### Program Description

Library programs provide opportunities for neighbors to read, learn, interact and connect with each other. Programs support library priorities such as being a resource during tough economic times, promoting and supporting early literacy and success in school, providing resources for immigrants and facilitating civic engagement. Reading and discussion programs such as Pageturners book groups and the annual Everybody Reads facilitate meaningful discussions of current issues and build a sense of community and mutual understanding. Programs also promote and support literacy, education and lifelong learning, especially for those unable to afford other opportunities. Examples include basic computer classes, English language practice sessions for non-native speakers, and financial literacy programs for at-risk families and seniors. Programs like concerts, opera previews and symphony storytimes also support local culture and recreation. After-school activities for youth include art classes and Teen Lounges. Partnerships with and support from other organizations help develop new audiences, maximize resources and build mutually beneficial relationships with other agencies. Partners include Oregon Humanities, Portland State University, Portland Community College, Delta Society, OASIS, City Club of Portland, the School and Community Reuse Action Project (SCRAP), the Multnomah County Health Department, Aging and Disability Services, and the Commission on Children, Families and Community.

Family and Adult Programming staff provide the professional and technical expertise to make more than 2,800 programs possible each year and help more than 56,000 people learn about and interact within their community. Responsibilities include scheduling, grant writing, exhibit building, volunteer coordination, event management, website development, publicity, evaluation, fiscal oversight and maintenance of an online events database.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of financial literacy programs offered	108	65	35	40
Outcome	Attendees who say library programs connect them to their community	46.0%	50.0%	48.0%	50.0%
Outcome	Attendees who say they learned something new at a library program	78.0%	80.0%	77.0%	80.0%
Quality	Attendees of library programs who rate them as "Good" or "Excellent"	93.0%	99.0%	89.0%	99.0%

### Performance Measure - Description



## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$287,187	\$0	\$695,218
Contracts	\$0	\$281,550	\$0	\$233,000
Materials & Supplies	\$0	\$158,877	\$0	\$217,800
Internal Services	\$0	\$17,565	\$0	\$29,525
Total GF/non-GF:	<b>\$0</b>	<b>\$745,179</b>	<b>\$0</b>	<b>\$1,175,543</b>
Program Total:	<b>\$745,179</b>		<b>\$1,175,543</b>	
Program FTE	0.00	3.00	0.00	7.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

\$44,200 is expected from the State's "Ready to Read" per capita funding; \$49,000 is expected from the Friends of the Library for the Pageturners book group discussion program.

\$67,767 comes from The Library Foundation for Everyboday Reads, Smart Investing, and special programs.

## Significant Program Changes

✓ Significantly Changed

**Last year this program was:** #80005, Family & Adult Programming

Net addition of 4.0 FTE: 3.0 transferring from Central Library (80000) .50 from School Age Services (80003), and .50 from Library Director's Office (80007). In response to budget reductions and span of control issues, Adult & Family Programming is now charged with all programming system wide, as well as oversight of adult outreach (80006) and community partnerships. Three librarian positions are transferred here in recognition that as Central Library and the neighborhood libraries reduce staffing, there will be significantly less in-house capacity for program implementation and coordination. The .50 Summer Reading Coordinator and a .50 clerical support position are transferred to this program.

**Lead Agency:** Library

**Program Contact:** Jane Salisbury

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Adult Outreach provides library services and programs to Multnomah County residents underserved by traditional library means, including older adults, new immigrants, people with disabilities, adult learners, institutionalized people, and homeless people. Adult Outreach delivers books and other materials to people who are homebound; provides resources and conducts classes and other programs for immigrants, new readers and GED seekers; and partners with community agencies.

### Program Description

Adult Outreach delivers books and other library materials and services to Multnomah County residents who are homebound, or who live in assisted living facilities, retirement homes, adult care homes, shelters, transition homes, or jails (the latter in partnership with the Sheriff's Office). Adult Outreach connects these people with their community by providing library services and programs, such as book discussion groups. Adult Outreach, in partnership with other literacy organizations, also supports people whose first language is not English - or who do not know how to speak, read, or write English - by providing assistance, referrals, resources, and library programs, including citizenship classes, GED labs, English learning labs, and Talk Time sessions (English conversation practice). Delivering books, reading to residents of assisted living units, leading book discussion groups for seniors, teaching citizenship classes, leading book groups in the jails, teaching computer and e-reader classes and leading English conversation practice sessions in neighborhood libraries provide meaningful opportunities for volunteers, working with outreach staff, to contribute significantly to the lives of vulnerable citizens.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Book discussion groups for seniors	250	250	204	204
Outcome	Attendees who say book discussion programs connect them to their community	70.0%	70.0%	70.0%	80.0%
Output	Facilitated English conversation sessions (Talk Time) for non-native speakers	250	130	130	145

### Performance Measure - Description

Output: Book discussion groups are fewer because some facilities prefer to hold them only 6 times a year rather than every month. These are Large Print book clubs held in facilities for residents who cannot come to the library.

Output: Talk Time (facilitated English practice) groups ebb and flow depending on volunteer availability and the English skills of the individuals in the group. There are stable and thriving Talk Time groups in four library branches, which is a sustainable number and size for this program.

### Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$662,036	\$0	\$668,605
Materials & Supplies	\$0	\$19,014	\$0	\$17,506
Internal Services	\$0	\$30,065	\$0	\$30,057
Total GF/non-GF:	<b>\$0</b>	<b>\$711,115</b>	<b>\$0</b>	<b>\$716,168</b>
Program Total:	<b>\$711,115</b>		<b>\$716,168</b>	
Program FTE	0.00	7.75	0.00	7.75
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

The Sheriff's Office provides \$35,000 for services to jails from the Inmate Welfare Fund.

### Significant Program Changes

**Last year this program was:** #80006, Adult Outreach  
No significant changes.

**Lead Agency:** Library

**Program Contact:** Vailey Oehlke

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Library Director's Office provides executive leadership for the library system by working with the Board of County Commissioners (BCC), the Library Advisory Board (LAB), community organizations, businesses, private citizens, and staff to ensure that library services meet the needs of Multnomah County residents.

### Program Description

The Library Director's Office envisions the library's role and future in the community; translates that vision into strategic direction in partnership with the BCC, the community, and the Library Advisory Board; represents Multnomah County Library on local, regional, and national levels, working with other libraries and library organizations; partners with The Library Foundation and the Friends of the Library to enhance citizen support and fundraising efforts; executes policy development and implementation with the senior management team; and leads with county peers in achieving enterprise-wide objectives. This office is directly responsible to Multnomah County residents for the effectiveness and efficiency of the library system.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Customer comments received and processed (electronic and paper)	1,167	2,650	1,200	1,500
Outcome	Conversations with the Library Director	30	19	30	30

### Performance Measure - Description

Output: Citizen input received through comment cards and the library's website.

Outcome: Scheduled meetings for the Library Director to communicate and connect directly with staff regarding library issues. These have increased due to the library's funding and budget situation.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$620,286	\$0	\$675,633
Contracts	\$0	\$61,300	\$0	\$35,000
Materials & Supplies	\$0	\$70,998	\$0	\$61,733
Internal Services	\$0	\$26,477	\$0	\$24,872
Total GF/non-GF:	<b>\$0</b>	<b>\$779,061</b>	<b>\$0</b>	<b>\$797,238</b>
Program Total:	<b>\$779,061</b>		<b>\$797,238</b>	
Program FTE	0.00	5.00	0.00	5.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$546,400	\$0	\$523,190
Intergovernmental	\$0	\$484,935	\$0	\$566,640
Taxes	\$0	\$35,416,964	\$0	\$32,557,027
Other / Miscellaneous	\$0	\$26,758,609	\$0	\$25,156,939
Total Revenue:	<b>\$0</b>	<b>\$63,206,908</b>	<b>\$0</b>	<b>\$58,803,796</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

\$710,557 (\$10,000 for this offer) comes from The Library Foundation for program and collection enhancements.

## Significant Program Changes

**Last year this program was:** #80007, Library Director's Office

No significant changes and no net FTE change. Transferred 1.0 vacant clerical support position: .50 to Youth Services Management (80015) and .50 to Family & Adult Programming (80005). Transferred 1.0 Administrative Analyst from Business Services (80009).

**Lead Agency:** Library

**Program Contact:** Jeremy Graybill

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Marketing & Communications is responsible for creating and coordinating effective and valuable conversations with the library's patrons, staff, community and stakeholders. The group connects the community with library services, promotes the benefit of these services, and constantly seeks effective strategies to engage with and adapt to the changing informational needs of the community.

### Program Description

Marketing & Communications provides essential services to the library and the more than 35,000 people that use the institution each day, either online or in person. Marketing & Communications brings the library to the attention of the public, performs ongoing activities to build a strong public image, keeps the library in the mind of the community through marketing, achieves beneficial and informative coverage in the media, and is responsible for understanding library users to inform strategic decisions on how to best meet their needs. Marketing & Communications also oversees the library's public website — now visited more frequently than the library's physical locations — its online presence in social media and e-mail marketing, and the library's intranet.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Visits to the library's website	7,725,736	8,200,000	7,800,000	7,900,000
Outcome	% of customers satisfied with library communications	98.0%	97.0%	98.0%	97.0%

### Performance Measure - Description

The above performance measures were gathered via an online survey and via Google Analytics.

Output: The visits to the library's website are an indicator of use, as well as of usability and return visits. The steady increase in traffic demonstrates both an effective website, an effectively operated website and - approaching eight million annual visits - a website that is becoming the primary tool of library users.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$815,824	\$0	\$835,529
Contracts	\$0	\$132,800	\$0	\$68,000
Materials & Supplies	\$0	\$215,603	\$0	\$151,073
Internal Services	\$0	\$34,410	\$0	\$27,872
Total GF/non-GF:	<b>\$0</b>	<b>\$1,198,637</b>	<b>\$0</b>	<b>\$1,082,474</b>
Program Total:	<b>\$1,198,637</b>		<b>\$1,082,474</b>	
Program FTE	0.00	8.50	0.00	8.50
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

\$10,000 comes from The Library Foundation for program innovation.

## Significant Program Changes

**Last year this program was:** #80008, Marketing & Communications

No significant changes. One management position is downgraded to a represented position due to span of control issues.

**Lead Agency:** Library

**Program Contact:** Fun Martin

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Business Services manages and provides accounts payable, accounts receivable, fiscal reporting, budget preparation, grant reporting, purchasing, and contracts for the entire library system.

### Program Description

Business Services manages the annual budget preparation and submittal process; monitors and adjusts the budget throughout the fiscal year; manages contracts, procurements, and grants; and processes and oversees accounts payable and receivable for the library system. This program ensures that library funds are budgeted, received, accounted for, and spent appropriately.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Vendor invoices processed	8,367	0	8,367	8,300
Outcome	Invoices paid within 30 days of invoice date	87.0%	90.0%	90.0%	90.0%
Output	Customer invoices processed	7,727	0	7,727	6,687

### Performance Measure - Description

✓ **Measure Changed**

The two output measures are new. The former output measure, "Telephone calls answered by administrative support staff" has been dropped as the staff members have moved from this program offer to Human Resources/Learning Systems (80011).



### Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$957,770	\$0	\$732,644
Contracts	\$0	\$3,000	\$0	\$3,000
Materials & Supplies	\$0	\$91,064	\$0	\$39,440
Internal Services	\$0	\$292,430	\$0	\$178,669
Total GF/non-GF:	<b>\$0</b>	<b>\$1,344,264</b>	<b>\$0</b>	<b>\$953,753</b>
Program Total:	<b>\$1,344,264</b>		<b>\$953,753</b>	
Program FTE	0.00	7.75	0.00	4.75
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80009, Library Business Services

Net reduction of 3.0 FTE: transferred 2.0 FTE to Human Resources/Learning Systems/System Wide Staffing (80011) and 1.0 FTE to Library Director's Office (80007).

**Lead Agency:** Library

**Program Contact:** June Bass

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Volunteer Services provides opportunities for more than 1,900 people annually who contribute their time and talents to Multnomah County Library. Volunteers are active in all locations, including Central Library, the 18 neighborhood libraries, Library Administration, and the Title Wave Used Bookstore, as well as various outreach programs.

The Title Wave Used Bookstore is a retail outlet that generates revenue for the library through the sale of discarded books and other materials. Opened in 1988, the Title Wave provides an effective means of recycling the library's collection back into the community.

### Program Description

Volunteer Services oversees the recruitment, screening, placement, and recognition of over 1,900 volunteers. Volunteers enhance the services that the library can provide at all library locations in the community. The scope of volunteer opportunities includes booktalking with Books 2 U, conducting storytimes in child care centers with Raising A Reader, delivering library materials to shelters through Adult Outreach, teaching seniors basic computer skills through the OASIS classes, and searching for reserved items at all library locations. Volunteers are given skills and responsibilities that engage them in their libraries and neighborhoods. About 40% of library volunteers are students, 10-18 years old. Students are given an experience that provides life skills and engages them in their community. Last year, 1,900 volunteers contributed over 70,000 hours to the library.

The Title Wave Used Bookstore recycles and sells discarded library books and materials to the community. The store is open 36 hours per week and is fully staffed by 65 volunteers with the support of one paid staff person. Because the used books are sold at reasonable prices, many of the Title Wave's regular customers are teachers/media specialists buying books for their classrooms and libraries. Many home-school families buy books for educational purposes as well. Last year, the Title Wave generated over \$210,000 in revenue.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Hours contributed by volunteers	70,286	65,500	73,000	70,000
Outcome	Student volunteers who report using their svc for school/community requirement	37.0%	43.0%	37.0%	38.0%

### Performance Measure - Description

**Output:** Due to proposed hour reductions we are anticipating that there may be a slight reduction in volunteer hours for FY 2013.

**Outcome:** All library volunteers under the age of 18 years old were surveyed to see if their volunteer hours were eligible for school or community service requirements. 37% of the responding volunteers reported that their volunteer hours counted toward school or community service requirements.

### Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$356,632	\$0	\$373,298
Contracts	\$0	\$59,900	\$0	\$11,200
Materials & Supplies	\$0	\$33,703	\$0	\$11,543
Internal Services	\$0	\$18,108	\$0	\$13,470
Total GF/non-GF:	<b>\$0</b>	<b>\$468,343</b>	<b>\$0</b>	<b>\$409,511</b>
Program Total:	<b>\$468,343</b>		<b>\$409,511</b>	
Program FTE	0.00	3.50	0.00	3.50
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

### Significant Program Changes

**Last year this program was:** #80010, Volunteer Svcs/Title Wave Book Store  
No significant changes.

**Lead Agency:** Library

**Program Contact:** Shelly Kent

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Human Resources/Learning Systems (HR/LS) promotes the resource management of highly qualified staff by providing management consultation and technical assistance with the employment life cycle through recruiting, hiring, and retaining staff; time entry; staff training and development; and consulting with employees and managers, including planning for future workforce needs.

System Wide Staffing provides flexible staffing coverage and addresses materials movement issues across the system through the use of regular and on-call staff. Those employees move between locations as needed to cover planned and last minute absences and vacancies, as well as to provide relief for temporary workload increases and support for special projects.

The Administrative Support unit provides clerical and special project support to the Administration Building and covers the receptionist desk.

### Program Description

HR/LS supports the library's mission and goals by ensuring HR systems are collaboratively implemented; assisting and consulting with over 577 regular and 132 on-call/temporary employees and supervisors; and assessing, developing, and coordinating employee training needs and learning opportunities. HR/LS provides internal consultation to managers and employees on a wide range of HR, employee, and labor relations issues, including: performance management to ensure a highly functioning workforce; recruitment to attract highly qualified, diverse applicants to serve the changing needs of county residents; legal, contractual, and policy compliance to reduce liability and the costs of unlawful employment actions; and accurate time entry to ensure that employees are paid correctly for hours worked. HR works with staff and managers to assess organizational needs; provide strategic direction, succession, and workforce planning; and provide learning opportunities to ensure highly qualified and competent staff who have the requisite skills to serve their customers. HR/LS partners with central HR/labor relations to develop and implement integrated HR initiatives & solutions.

System Wide Staffing supports the library's mission and goals by providing flexible staffing for temporary projects, workload increases, and absences.

The Administrative Support unit staff answer the main phone number for the library system and assist people by explaining policies, answering questions, and referring people to the appropriate library service, while also completing clerical tasks and projects for management and program staff, and responding to patron comment cards.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Staff training sessions offered by learning systems	272	150	150	150
Outcome	Increase in number of bilingual/bicultural FTEs	10.2%	2.0%	0.0%	0.0%

### Performance Measure - Description

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$1,321,251	\$0	\$1,685,704
Contracts	\$0	\$17,000	\$0	\$64,000
Materials & Supplies	\$0	\$50,726	\$0	\$48,528
Internal Services	\$0	\$43,159	\$0	\$50,964
Total GF/non-GF:	<b>\$0</b>	<b>\$1,432,136</b>	<b>\$0</b>	<b>\$1,849,196</b>
Program Total:	<b>\$1,432,136</b>		<b>\$1,849,196</b>	
Program FTE	0.00	17.00	0.00	20.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80011, Human Resources/Learning Systems/System Wide Staffing

Net increase of 3.0 FTE: transferred 2.0 FTE from Business Services (80009) as oversight of the administrative support unit is now under this program; added 1.0 to System Wide Staffing.

**Lead Agency:** Library

**Program Contact:** Susan Banks

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Central Library Director's Office (CDO) sets overall direction for Central Library; directs, develops, and evaluates services, programs, and staff; and administers the Central Library budget.

### Program Description

CDO consists of the Central Library Director, an administrative specialist and a senior office assistant. In collaboration with the Library Director's Office, the CDO determines service, policy, and fiscal priorities for Central Library. This office oversees and supports the Central Management Team, coordinates priorities/needs with those of the 18 other library locations, communicates with the public regarding Central-related issues, helps manage public and county use of meeting space, and maintains an active connection with the downtown business and civic communities. Administrative staff provide building-wide administrative support. This office is responsible for the effectiveness and efficiency of Central Library services and the related expenditure of funds. CDO proactively engages with the downtown community and is responsive to the concerns and needs of all Central Library users.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Visits to Central Library	975,783	975,000	980,000	980,000
Outcome	Patrons who rated Central's programs good or excellent	98.0%	98.0%	98.0%	98.0%

### Performance Measure - Description

**Output:** Central Library is a popular destination for area residents. Every day, thousands of people walk through its doors to attend a program, conduct research, use the Internet and more.

**Outcome:** From customer evaluations of Central Library programs.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$354,452	\$0	\$259,239
Contracts	\$0	\$17,000	\$0	\$12,000
Materials & Supplies	\$0	\$38,792	\$0	\$42,133
Internal Services	\$0	\$1,868,031	\$0	\$1,870,727
Capital Outlay	\$0	\$727,808	\$0	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$3,006,083</b>	<b>\$0</b>	<b>\$2,184,099</b>
Program Total:	<b>\$3,006,083</b>		<b>\$2,184,099</b>	
Program FTE	0.00	3.50	0.00	2.50
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80012, Central Director's Office

1.0 FTE is transferred to Facilities & Material Movement (80018) as coordination of facilities and security is centralized due to span of control issues.

**Lead Agency:** Library  
**Program Offer Type:** Support  
**Related Programs:** 80014

**Program Contact:** Pat French

**Program Characteristics:**

**Executive Summary**

The Library Book Budget provides funds to add new materials in all formats to the library collection. This program purchases new books, music CDs, DVDs, audiobooks, maps, sheet music, periodicals and ebooks. It also subscribes to a growing variety of fulltext databases, electronic journals and reference sources in electronic form, both downloadable and available over the web. This is the materials budget only; personnel and related processing costs are in the linked program offer.

**Program Description**

Approximately 42% of the book budget is spent on new books in English for children, teens and adults. Five percent is spent on materials in four target languages (Spanish, Chinese, Vietnamese and Russian). The remaining funds are spent on other formats including 21% on media (DVDs, CDs and audiobooks), 18% on electronic resources (ebooks, online periodicals, fulltext databases and electronic reference sources), and 2% on print periodicals. The demand for traditional materials in print or on disc remains high and purchasing for these materials continues at the same level. Multiple copies of each new title are purchased to ensure that people find what they want when they visit or access the library online. Demand for ebooks and downloadable materials is growing significantly and adding more of these materials is a primary goal for FY 2013. The total collection size in June 2011 was 838,573 titles and 2,021,516 physical items. The library collection gives the community access to a rich selection of current recreational and educational materials that support personal and career development, enrich civic involvement, support lifelong learning and literacy, reflects cultural diversity and serves as a resource for vulnerable members of the community. The collection also provides materials for preparing to read and succeed in school.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	New titles added to the library collection	216,420	39,000	91,410	87,300
Outcome	Collection turnover rate	11	11	12	12

**Performance Measure - Description**

**Output:** Higher numbers of titles added in FY11 reflects the addition of large groups of electronic materials added as supplemental file loads. Count of new titles added after FY11 will continue to include electronic titles acquired from vendors.

**Outcome:** Turnover rate is a measure of how heavily the library collection is used (defined as circulation/holdings). Nationally, the average for public libraries serving a similar population is 4.2; MCL's rate is the highest in the country for libraries serving 500,000 or more. (Source: Public Library Data Service Statistical Report)



## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Materials & Supplies	\$0	\$6,790,000	\$0	\$5,802,500
Total GF/non-GF:	<b>\$0</b>	<b>\$6,790,000</b>	<b>\$0</b>	<b>\$5,802,500</b>
Program Total:	<b>\$6,790,000</b>		<b>\$5,802,500</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

\$52,500 comes from The Library Foundation for books & library materials and rare collections.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80013, Library Book Budget

The Library Book Budget (80013) is reduced by \$1 million, which will result in fewer copies purchased to fill holds, a 50% reduction in the number of DVDs purchased, cancellation of the Freegal downloadable music service, and a general scaling back in the number of new titles purchased in all formats. Priority will be given to maintaining a strong collection of new titles through careful selection; providing ample materials for vulnerable community members; and building the digital collection.

**Lead Agency:** Library

**Program Contact:** Pat French

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Library Books - Acquisition & Processing provides the staff necessary to select, purchase, catalog and process books and other materials added to the library materials collection in order to meet the informational, recreational and cultural needs of Multnomah County residents.

### Program Description

Selection librarians decide what materials to buy, using professional reviews, customer suggestions, and staff input, along with established criteria. Their purchasing decisions reflect the diverse interests and needs of Multnomah County residents. Acquisitions staff place orders with vendors, receive shipments, approve invoices for payment, and monitor the various funds that make up the library materials budget. Cataloging staff create bibliographic description records and assign classification numbers to enable searching in the online catalog and to ensure logical shelving locations that enable browsing. The online catalog currently lists titles with a total collection of 2.02 million physical items. Processing staff prepare each item/volume for shelving and checkout. This includes applying property stamps and barcodes, repackaging materials to stand up to heavy patron use, and creating inventory records. Staff members visit a neighborhood library each month to remove out-of-date and damaged materials to keep the collection current, accurate, and attractive. Program staff are responsible for accurate accounting and expenditure of public funds and private donations. They are also accountable for ensuring that the library collection reflects the needs and interests of Multnomah County residents. Because of the successful management of the library materials collection, residents can enjoy recreational reading, research specific topics, stay current on local, national and global events, and continue to learn at all ages.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Items added to the collection	361,542	325,000	367,890	311,271
Outcome	Patrons who found books and items they wanted	91.5%	90.0%	90.0%	90.0%

### Performance Measure - Description

Outcome: From the library's annual Output Measures survey.

### Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$2,681,754	\$0	\$2,596,425
Contracts	\$0	\$704,387	\$0	\$695,980
Materials & Supplies	\$0	\$358,502	\$0	\$236,071
Internal Services	\$0	\$109,016	\$0	\$91,774
Total GF/non-GF:	<b>\$0</b>	<b>\$3,853,659</b>	<b>\$0</b>	<b>\$3,620,250</b>
Program Total:	<b>\$3,853,659</b>		<b>\$3,620,250</b>	
Program FTE	0.00	31.75	0.00	30.25
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80014, Library Books - Acquisition & Processing  
Reduction of 1.5 FTE.

**Lead Agency:** Library

**Program Contact:** Ellen Fader

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Youth Services Management ensures that library staff receive training to work with children and teens birth through age 17; offers reading promotion initiatives; and sets overall direction for services to this age group and their adult caregivers.

### Program Description

Youth Services Management is provided systemwide through four main elements: staff training; youth reading initiatives; coordination, partnerships, and advocacy; and program development and evaluation. The office plans systemwide services; develops and evaluates programs; oversees development and education for staff; advocates in the community for increased use of libraries by children and teens and their parents and caregivers; and explores and engages in community partnerships to increase youth library use, support other organizations' literacy objectives, and improve students' reading scores.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	County children & teens who have library cards	50.5%	50.0%	50.0%	50.0%
Outcome	Staff who report improved/reinforced skills after Youth Services training	95.0%	90.0%	95.0%	90.0%
Output	Card-holding children & teens who use their library card	61.6%	55.0%	59.0%	55.0%

### Performance Measure - Description

The outcome measure shows the result of training opportunities for staff and volunteers to serve youth in the best manner possible. The two output measures illustrate this program's success at connecting Multnomah County youth with their public library.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$326,088	\$0	\$281,730
Contracts	\$0	\$61,700	\$0	\$1,500
Materials & Supplies	\$0	\$150,131	\$0	\$77,859
Internal Services	\$0	\$14,871	\$0	\$9,291
Total GF/non-GF:	<b>\$0</b>	<b>\$552,790</b>	<b>\$0</b>	<b>\$370,380</b>
Program Total:	<b>\$552,790</b>		<b>\$370,380</b>	
Program FTE	0.00	2.50	0.00	2.50
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

\$25,000 comes from The Library Foundation for Summer Reading Program.

## Significant Program Changes

**Last year this program was:** #80015, Youth Services Management

No net FTE change; .50 Summer Reading Coordinator is transferred to Family & Adult Programming (80005) and .50 clerical support position is transferred from Library Director's Office (80007).

**Lead Agency:** Library

**Program Contact:** Don Allgeier

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Neighborhood Libraries Management (NLM) sets overall direction for 18 regional and neighborhood libraries. NLM plans services; develops and evaluates programs and staff; and administers the budget for all locations. NLM also manages systemwide library services to the county's four largest immigrant communities (Chinese, Russian, Spanish and Vietnamese), with over 50 bilingual staff in 11 locations.

### Program Description

NLM consists of the Neighborhood Libraries Director, Neighborhood Libraries Assistant Director, Spanish bilingual Outreach Specialist, and Senior Office Assistant. In collaboration with the Library Director, the NLM: provides general support and oversight to 18 libraries and continual communication with staff at all levels of the organization; develops collaborative relationships with community and governmental organizations to maximize the impact of library services; sets priorities and policies for libraries to best address community needs and county priorities; implements best practices for safe and efficient operations of materials handling tasks; and provides resources to individual managers, staff, and work groups to improve their performance through ongoing training, coaching, leadership development, and assessments.

NLM supports and directs the work of regional and neighborhood libraries, which were visited over 4.5 million times by county residents last year. These libraries provide learning, cultural and recreational opportunities to all county residents, as well as a community space for civic engagement.

NLD provided leadership and oversight for the system-wide "Think Yes!" customer service initiative. Selected outputs for this initiative are: the Service Star staff recognition program launched in February 2011 as a way to recognize great customer service peer to peer; 93% of all current employees completed customer service training as of 11/1/2011; the training's quality review for the 1st quarter of 2011 showed 86% of participants rated the training as "good" or better. All library staff will be evaluated on their customer service skills using an updated performance review form. Following change management best practices, NLD has delivered ongoing communication on the "Think Yes!" initiative via 7 management updates, 10 staff newsletter columns and 4 all staff email updates.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Hired front-line staff in target languages of Chinese, Russian and Vietnamese	2	2	2	2
Outcome	Branch managers with completed performance reviews by end of fiscal year	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

**Output:** NLM regularly reviews demographic data and staffing to respond to the evolving demographics of the county. An assessment of the Somali community is currently underway and will be completed by May 2012. Due to the rapid growth of the African-American community in Mid-County, a new youth librarian with expertise in serving that community was hired.

**Outcome:** 100% of the branch managers, outreach specialist and administrative assistant have a current performance plan in place with measurable goals, receive a mid-year check-in, and have a completed review by the end of the fiscal year. Performance management is a major effort on the part of the Neighborhood Libraries Director and Neighborhood Libraries Manager to support excellence in 18 locations.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$452,290	\$0	\$444,199
Contracts	\$0	\$59,700	\$0	\$16,700
Materials & Supplies	\$0	\$29,415	\$0	\$31,342
Internal Services	\$0	\$15,334	\$0	\$12,960
Total GF/non-GF:	<b>\$0</b>	<b>\$556,739</b>	<b>\$0</b>	<b>\$505,201</b>
Program Total:	<b>\$556,739</b>		<b>\$505,201</b>	
Program FTE	0.00	4.00	0.00	4.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

This program is receiving \$27,185 in LSTA grant funding through the Oregon State Library for improvements in Spanish storytimes.

## Significant Program Changes

**Last year this program was:** #80016, Neighborhood Libraries Management  
No significant changes.

**Lead Agency:** Library

**Program Contact:** Cindy Gibbon

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

IT Services maintains 869 public computers, related software and servers, high-speed Internet access, and a wireless network in library facilities for use by the general public. Library users can search the catalog of books and other materials, view and manage their library accounts, download e-books, use research databases and other electronic resources, and access the Internet for educational, business, and personal use. These services are also available from homes, schools, and offices via the library website. IT services also maintains more than 600 computers, related software, equipment, servers and networks for library staff use.

### Program Description

IT Services procures, installs, configures, and maintains software, computers, printers, adaptive technology for those with special needs, electronic self-service equipment, servers and related equipment for library patrons and staff. Children and adults use library computers to do personal and business research, complete homework assignments, apply for jobs, find recreational reading, communicate with government agencies, manage their library accounts, and participate in the social web. Public computers also provide office automation software, such as word processing, to accomplish personal, business, or school work. The library has computers and software in training rooms, teen after-school homework lounges, and for checkout to be used in-house with the library's public wireless network. Many public computer users have no access to a computer or the Internet at home, so the library is their only window to the world of 21st century technology, communication, and information.

IT services also maintains equipment and software for library staff, supporting general office computing and library systems such as the library catalog, patron database, circulation system, materials acquisition system, website, provision of electronic resources, and other internal operations.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of public computers	728	926	869	869
Outcome	% time wired public computers are in use	72.3%	70.0%	70.0%	70.0%
Output	Number of public WiFi sessions	553,000	0	649,000	650,000

### Performance Measure - Description

**Output:** Number of public computers (wired and wireless). Additional Chromebook computers were added through a Mt. Hood Cable Regulatory Commission grant.

**Outcome:** % of time wired public Internet computers are in use. This measure is trending downward with the installation of wireless access in all library locations and the addition of loaner laptops through grant funds. This is a positive customer service trend because it translates to shorter wait times for a computer. People are now offered two hours per day of access on wired public computers, up from one hour in previous years.

**NEW Outcome:** Number of public WiFi sessions. The library's public WiFi network is accessed by people using their own devices as well as those using library loaner laptops. Since many individuals cannot afford high-speed Internet access at home, library WiFi is an important service to bridge the digital divide.

It is difficult to predict how shortened library hours may affect utilization of public computers and library WiFi in FY13.



### Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$31,581	\$0	\$0
Contracts	\$0	\$200,000	\$0	\$75,000
Materials & Supplies	\$0	\$645,646	\$0	\$570,265
Internal Services	\$0	\$4,102,592	\$0	\$5,303,609
Total GF/non-GF:	<b>\$0</b>	<b>\$4,979,819</b>	<b>\$0</b>	<b>\$5,948,874</b>
Program Total:	<b>\$4,979,819</b>		<b>\$5,948,874</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

### Significant Program Changes

**Last year this program was:** #80017, IT Services  
No significant changes.

**Lead Agency:** Library

**Program Contact:** Mike Harrington

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Materials Movement ensures that library books and materials move quickly and accurately among all 21 library locations.

Library Facilities coordinates the maintenance of the buildings and grounds in a safe, secure, and cost-effective manner.

### Program Description

Materials Movement operates the centralized sort center and delivery operations that move library materials to and among library locations, enabling residents to have quick access throughout Multnomah County. This program operates a seven day-per-week delivery system that provides delivery to 42 service points each week day, delivering and receiving all library books and materials, interoffice mail, U.S. mail, library supplies, and bank deposits.

Library Facilities provides central coordination and direction of repair and maintenance activities among county facilities staff, telecommunications, contractors, and vendors for 21 library locations. This program serves all library staff and the public as expert resources on ADA-compliant building access, ergonomics, workflow management, security policy, and safety management.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Crates of books, mail and supplies moved annually	264,500	264,000	280,000	290,000
Outcome	Staff satisfaction with delivery system	98.0%	95.0%	99.0%	95.0%

### Performance Measure - Description

Output: In FY 2012 Materials Movement expects to sort and deliver about 280,000 crates. A crate is the library's unit of measurement for transporting library materials, mail, supplies, and other items. This is a 6% projected increase from FY 2011.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$928,634	\$0	\$1,077,261
Contracts	\$0	\$2,100	\$0	\$2,100
Materials & Supplies	\$0	\$29,777	\$0	\$33,359
Internal Services	\$0	\$621,274	\$0	\$695,969
Total GF/non-GF:	<b>\$0</b>	<b>\$1,581,785</b>	<b>\$0</b>	<b>\$1,808,689</b>
Program Total:	<b>\$1,581,785</b>		<b>\$1,808,689</b>	
Program FTE	0.00	13.75	0.00	14.75
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80018, Facilities & Material Movement

This program was reorganized to address a retirement and span of control issues. This has resulted in the reduction of a .50 senior management position (the other .50 is budgeted in County Facilities), as well as three other management positions. Replacement positions include one reclassified management position and 2.50 represented positions; 1.0 FTE is transferred from Central Director's Office (80012). Net increase of 1.0 FTE.

**Lead Agency:** Library

**Program Contact:** Cindy Gibbon

**Program Offer Type:** Support

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Customer Support & Account Management facilitates the public's use of library physical and electronic collections and services and supports staff delivering library services directly to the public. Staff in this program develop and implement policies; coordinate IT support for all library operations; manage the integrated library computer system (ILS) and the ILS discovery layer; assist frontline staff and managers with process improvement; develop and deliver systemwide trainings on electronic resources and research tools, circulation procedures and customer service; steward the library's collections, and manage special projects.

### Program Description

This program develops library policies and procedures that ensure equitable and safe access to library services; works with IT management to ensure adequate IT support for library services; manages the ILS and its discovery layer for patrons and staff; trains and coaches staff and monitors uniform implementation of policies and procedures systemwide; handles escalated customer service issues; oversees the collection of overdue library materials; monitors materials handling workloads and streamlines processes; protects patron privacy; ensures the library's compliance with applicable federal, state, and local law; and manages special projects. The program ensures that Multnomah County Library users have equitable access to library services, that the public's investment in the library's collection is protected, that processes are efficient and effective to meet the public's demand for library resources at best value for the taxpayer's dollar, and that materials move efficiently among neighborhood libraries. Policies and procedures are designed to balance the public values of access and stewardship.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Total new cards/welcome notices issued annually	73,566	75,000	71,000	71,000
Outcome	Average \$ value of customer accounts sent to collection agency	122	132	123	124
Efficiency	Cost per item checked out/renewed (See below)	0	0	0	0
Output	% of checkouts done by self check-out	69.0%	75.0%	79.0%	79.0%

### Performance Measure - Description

**Output:** Total of welcome/address verification postcards issued to new library registrants to verify addresses and to inform parents of the library's Internet access policy for children and teens.

**Outcome:** Average \$ value of customer accounts sent to collection agency annually (total dollar value of accounts/total number of accounts). Trending slightly upward, perhaps due to recession.

**Efficiency:** Cost per item checked out (total annual expenditures/total circulation). FY11 actual = \$2.47; FY12 purchased = \$2.62; FY12 estimate = 2.57; FY13 offer = \$2.35. Among the nation's busiest libraries, Multnomah County Library has one of the lowest costs per item checked out.

**Output:** This measure relates to RFID checkout station implementation completed systemwide at the end of FY11. Increased use of patron self-checkout should lead to decreased repetitive stress injuries and worker's compensation claims related to materials handling.

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$542,500	\$0	\$948,226
Contracts	\$0	\$115,300	\$0	\$223,170
Materials & Supplies	\$0	\$187,929	\$0	\$235,937
Internal Services	\$0	\$24,130	\$0	\$34,697
Total GF/non-GF:	<b>\$0</b>	<b>\$869,859</b>	<b>\$0</b>	<b>\$1,442,030</b>
Program Total:	<b>\$869,859</b>		<b>\$1,442,030</b>	
Program FTE	0.00	5.00	0.00	9.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

This program will receive \$329,000 from the Oregon State Library for the statewide online reference service, L-Net.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80019, Customer Support & Account Management

Net increase of 4.0 FTE: 2.0 from Central Library (80000) and 2.0 from Reference Services Coordination (80020). This program will now oversee L-Net, Oregon's state-wide 24/7 chat reference service, and the maintenance of the on-line public access catalog as well as its discovery layer that helps staff and patrons use the catalog.

**Lead Agency:** Library

**Program Contact:** Stephanie Chase

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Reference Services provides coordination, training, support, information and resources to Multnomah County Library's reference librarians and library assistants so they can quickly and accurately connect Multnomah County residents with the resources they want and need. Reference staff are available to assist in person, by phone, by e-mail, or online with in partnership with L-Net, Oregon's statewide online reference service. Staff connect with patrons virtually through Facebook, Twitter, and library blogs.

### Program Description

Reference Services is responsible for the training and support of reference staff through classes and professional development forums. Staff in this section coordinate with Learning Systems, Human Resources, IT and other work groups to ensure that reference staff throughout the system are up to date with the latest technology trends and tools, have print and electronic resources that help them serve patrons, and are trained to use those resources.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of reference questions answered	826,444	790,000	840,000	840,000
Outcome		0	0	0	0

### Performance Measure - Description

## Legal/Contractual Obligation

The FY 2013 budget assumes passage of Measure No. 26-125 "Local library funding: continues local option levy at current rate," May 2012 Primary Election. The levy summary states in pertinent part: "Renewing the library levy will: Continue programs such as: story hours for babies and toddlers, after-school homework help for school students; summer reading, programs for teens and more; Help teachers and students use library resources; provide homework helpers to assist children with school work. Update books and materials; maintain free access to information; Continue book delivery to homebound senior citizens and retirement home residents. Fund hours and services at Central and neighborhood libraries."

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$451,131	\$0	\$217,993
Contracts	\$0	\$136,800	\$0	\$1,000
Materials & Supplies	\$0	\$30,522	\$0	\$31,643
Internal Services	\$0	\$21,325	\$0	\$6,928
Total GF/non-GF:	<b>\$0</b>	<b>\$639,778</b>	<b>\$0</b>	<b>\$257,564</b>
Program Total:	<b>\$639,778</b>		<b>\$257,564</b>	
Program FTE	0.00	4.00	0.00	2.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

The Library Fund revenue allocated to this program offer represents a pro-rated share of Library Levy taxes (56%), Library Fund balance (7%) and library-generated revenues such as overdue fines, interest earnings, and user charges for services provided to library patrons (5%). General Fund revenue represents about 26% of the library's total revenues, and the remaining 6% is coming from an allocation of one-time-only funding for FY 2013.

\$9,120 comes from The Library Foundation for Technology Training Kits.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #80020, Reference Services Coordination

Net reduction of 2.0 FTE. This unit is reorganized as part of the reorganization of the Reference, Adult Services, and Programming division (RASP) due to span of control issues and the need to make budget reductions. 1.0 vacant Reference, Adult Services, and Programming Coordinator position (senior library manager) is eliminated. 2.0 FTE are transferred to Customer Support & Account Management (80019) and 1.0 FTE is transferred from Central Library (80000). Other details of the reorganization of the division are found in Family & Adult Programming (80005).

### Department Overview

The Nondepartmental budget accounts for those programs and county-wide functions that do not belong to particular departments. Programs include the Board of County Commissioners and its Chair; the Auditor's Office; the County Attorney's Office; the Communications Office; the offices of Emergency Management, Sustainability, and Diversity & Equity; independent County organizations such as the Commission on Children, Families, and Community; non-County agencies such as the Regional Arts & Culture Council and the Oregon Historical Society; and entities that account for corporate debt service. Fund-level transactions are also budgeted here.

The Board of County Commissioners provides corporate leadership, policy direction, and strategic direction for Multnomah County. The elected Auditor and his staff promote efficient, effective, accountable government. The County Attorney's Office provides legal guidance, advice, and other services. The Communications Office provides information and access to County government for the news media and the public. The County's Office of Emergency Management coordinates countywide emergency disaster preparedness, response, and mitigation activities. Several independent County agencies provide advice, oversight, analysis, and advocacy on behalf of the County and its citizens. The Citizen Involvement Committee involves citizens in County policy and decision-making processes. The Local Public Safety Coordinating Council coordinates public safety plans, policies, operations, and strategies of local government agencies in Multnomah County; and the Tax Supervising and Conservation Commission oversees budget and tax levy authority for taxing districts in the County.



### Budget Overview

Nondepartmental contains County programs, independent County agencies, corporate functions, and payments to other entities that do not belong to County departments. The FY 2013 budget is \$169.5 million and 99.66 FTE.

The FY 2013 budget contains the following changes:

- \$5.2 million of Video Lottery revenue and expenses are moved from the General Fund into a dedicated fund, the Video Lottery Fund.
- In FY 2012, the County paid off \$2.4 million of revenue bonds issued in support of capital construction projects for non-profit agencies that partner with County programs. The partner agencies were responsible for debt repayment. Early retirement of the bonds saved the County nearly \$225,000 in interest charges.
- The Government Relations Office (10030) is increased by 1.00 adding an Administrative Analyst, \$70,000 to provide countywide grants coordination.
- An additional \$20,000 in the Office of the Board (10017) to provide closed captioning of the Board Meetings.

One-time-only programs proposed for FY 2013 include:

- \$20,000 for Sustainability (10034A) to pay for AmeriCorps members and for a Food Summit in FY 2013.
- \$100,000 for Summer Youth Connect (10035B) to provide paid summer internships for students to promote career pathways and prevent student dropouts.
- \$42,318 for Climate Adaptation Planning Project (10036) work is expected to be complete by December 2012.
- \$108,972 for Continuity of Operations and Government (COOP/COG) planning (10037) to ensure the continued performance of minimum essential functions during a wide range of disruptions.
- \$42,318 for Disaster Preparedness for Vulnerable Populations (10038) to integrate the needs of populations with physical, sensory, mental health, cognitive or developmental conditions into the County's disaster planning.
- \$70,000 for the Rosewood Initiative (10039) to build out community meeting space and provide bridge funding for operations.

Budget Trends*		FY 2012	FY 2012	FY 2013	
	FY 2011	Current	Adopted	Adopted	
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	99.14	98.59	98.59	99.66	1.07
Personnel Services	\$10,567,526	\$11,810,539	\$11,810,539	\$11,840,737	\$30,198
Contractual Services	29,917,697	30,130,438	30,130,438	34,779,290	4,648,852
Materials & Supplies	7,849,593	8,382,550	8,382,550	8,801,922	419,372
Debt Service	35,522,601	49,164,617	49,164,617	43,535,055	(5,629,562)
Capital Outlay	<u>376,693</u>	<u>20,000</u>	<u>20,000</u>	<u>0</u>	<u>(20,000)</u>
<b>Total Costs</b>	<b>\$84,234,110</b>	<b>\$99,508,144</b>	<b>\$99,508,144</b>	<b>\$98,957,004</b>	<b>(\$551,140)</b>

\*Does not include cash transfers, contingencies or unappropriated balances. Program Offers DO contain cash transfers, contingencies, and unappropriated balances.

### Successes and Challenges

A selection of FY 2012 successes from Nondepartmental agencies includes:

- Multnomah County is one of the greenest and most efficient local governments in the nation. The Office of Sustainability has led this effort providing critical direction, policy analysis, project management, and accountability ensuring the County saves resources and money.
- The Citizen Involvement Committee provides direct citizen voice into program development and direction and conveys citizen input to officials and departments through reports, recommendations and meetings. This maximizes the value of citizen input, giving citizens a greater sense of ownership in the County decision-making process.
- The County Attorney's Office demonstrates continued success in resolving cases through zealous advocacy, motions practice, and at trial.
- The Chair's Office has led efforts to streamline and modernize County operations; overseen energy efficiency increases that save the County \$1.3 million per year; leveraged partnerships to meet pressing community needs like a new Sellwood Bridge; and continued to champion services for the most vulnerable in the face of State and Federal funding cuts.
- Reports by the Auditor's Office in 2011 and 2012 include the Financial Condition Report which prompted a change in the County's Financial Policies; a Spending Analysis to enhance the County's evolution to sustainable purchasing; a Purchase Card audit testing the County's management controls; the Redistricting Plan for Commission Districts for the decade; Pre-trial Release Supervision; and an audit of Managing Inmate Welfare Funds.
- The Commission on Children, Families, and Community (CCFC) serves as the citizen policy advisers on children, families, and poverty policy to the Board. The CCFC excels in leveraging resources to benefit Multnomah County and its residents. In FY 2012, the \$2.49 million investment in the CCFC leveraged over \$22 million in resources to our local economy.
- In FY 2012, the Regional Arts and Culture Council combined support from the County with City of Portland funds, Work for Art proceeds, and other sources to fund more than \$2.4 million in grants to 121 Multnomah County artists and 131 Multnomah County nonprofit organizations.

### Diversity and Equity

Nondepartmental is the “home” of the County’s Office of Diversity and Equity (ODE), a hub for countywide diversity and equity initiatives. The office provides data analysis, training and consulting; policy, practice, and procedures review; coordination of diversity and equity initiatives; equal employment opportunity (EEO) and affirmative action compliance; recruitment outreach audits; and coordination and oversight for the County’s Employee Network Groups.

In FY 2013 ODE continues a two year culture change strategy and the Dignity and Respect pledge campaign is the centerpiece of this work. Outcomes and activities from that effort will include:

- Team building: establishing a countywide Diversity Committee to communicate and coordinate existing work across the county; and continued development of the Equity Council; an interdepartmental team that meets monthly to review policy and practices and make recommendations for change.
- Implementation: Creating a robust informal complaint mechanism including the existing hotline and tracking system. A variety of educational interactive efforts including book groups, Facebook and Twitter campaigns, educational videos and focus questions for countywide discussion. Enhanced communication and best practice sharing strategies will include ODE Website toolkits, social media, video messaging and desktop training.

# Nondepartmental

fy2013 adopted budget

## Nondepartmental

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 2013 General Fund	Other Funds	Total Cost	FTE
10000	Chair's Office	\$1,353,889	\$0	\$1,353,889	9.00
10001	BCC District 1	515,819	0	515,819	3.80
10002	BCC District 2	515,819	0	515,819	4.00
10003	BCC District 3	515,819	0	515,819	3.60
10004	BCC District 4	515,819	0	515,819	4.00
10005	Auditor's Office	1,333,750	0	1,333,750	8.65
10006	Tax Supervising & Conservation Commission	296,004	0	296,004	2.40
10007	CCFC Administration	14,545	273,379	287,924	1.99
10008	Community Engagement and Plan Implementation	0	383,674	383,674	4.42
10009	Contracts for Services Birth to 18	0	579,446	579,446	0.00
10013	Communications Office	733,805	0	733,805	6.00
10014	County Attorney's Office	0	3,905,377	3,905,377	23.00
10015	Local Public Safety Coordinating Council	516,140	665,887	1,182,027	2.60
10016	Citizen Involvement Committee	218,807	0	218,807	2.00
10017	Office of the Board	863,334	0	863,334	2.00
10018	State Mandated Expenses	5,309,780	712,888	6,022,668	0.00
10020	County School Fund	0	23,800	23,800	0.00
10021	Pass-Thru Payments to East County Cities	5,704,079	0	5,704,079	0.00
10022	Convention Center Fund	0	23,689,500	23,689,500	0.00
10023	Capital Debt Retirement Fund	0	22,732,109	22,732,109	0.00
10024	GO Bond Sinking Fund	0	15,989,750	15,989,750	0.00
10025	PERS Pension Bond Fund	0	75,427,500	75,427,500	0.00
10028	Office of Emergency Management	715,343	1,035,448	1,750,791	5.00
10029	Office of Emergency Management - UASI Regional Preparedness	0	525,972	525,972	2.00
10030	Government Relations Office	639,429	0	639,429	4.00
10031	OHS Local Option Levy	0	1,837,418	1,837,418	0.00
10032	Regional Arts & Culture Council	161,748	0	161,748	0.00

# Nondepartmental

fy2013 adopted budget

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
10033	Office of Diversity & Equity	632,577	0	632,577	5.20
10034A	Office of Sustainability	568,727	33,000	601,727	5.00
10035A	Economic Development	0	213,321	213,321	1.00
10035B	Summer Youth Connect	0	100,000	100,000	0.00
10036	Climate Adaptation Planning Project	42,318	0	42,318	0.00
10037	Continuity of Operations Planning	54,486	54,486	108,972	0.00
10038	Disaster Preparedness for Vulnerable Populations	42,318	0	42,318	0.00
10039	Rosewood Initiative	<u>\$70,000</u>	<u>\$0</u>	<u>\$70,000</u>	<u>0.00</u>
<b>Total Nondepartmental</b>		<b>\$21,334,354</b>	<b>\$148,182,955</b>	<b>\$169,517,310</b>	<b>99.66</b>

\*Does include cash transfers, contingencies or unappropriated balances.

## Fund Level Programs

The following program offers account for General Fund revenues (associated General Fund expenditures are budgeted in departments), the beginning balance in the Behavioral Health Care Fund, and other fund level transactions.

Prog. #	Program Name	FY 2013 General Fund	Other Funds	Total Cost	FTE
25101	Mental Health Beginning Working Capital	0	13,255,558	13,255,558	0.00
	<i>This beginning fund balance is not shown in the Nondepartmental detail budget.</i>				
95000	Fund Level Transactions	67,450,857	47,282,615	114,733,472	0.00
	<i>This beginning fund balance is not shown in the Nondepartmental detail budget.</i>				
95001	General Fund Revenues	379,922,467	0	379,922,467	0.00
	<i>This program offer contains the budget for General Fund revenues. Expenses are budgeted in departments.</i>				

**Lead Agency:** Chair  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Jeff Cogen

### Executive Summary

The Chair is the Chief Executive Officer of Multnomah County. The Chair works closely with the Board of County Commissioners to set the policy direction of Multnomah County and implements that direction as mandated by the Home Rule Charter. All Departments and non-departmental offices report to the Chair, including the Office of Diversity and Equity, Office of Sustainability, Communications Office, Board Clerk's Office and Government Affairs.

### Program Description

The Chair oversees a \$1.3 billion budget and more than 4,400 Full Time Employees. Chair Cogen and his staff are focused on improving the health and welfare of Multnomah County residents by leading innovative, creative, cost-effective and practical solutions to community issues. The Chair develops the Executive Budget; appoints and supervises department directors; has authority over litigation, contracts and financial instruments and manages the Board agenda. The Chair is also the Chief Personnel Officer for the County.

Chair Cogen believes that good government reflects the values and priorities of the community. As Multnomah County residents have struggled and prioritized their spending, so too has the County. The Chair has led efforts to streamline and modernize county operations; overseen energy efficiency increases that save the county \$1.3 million per year; leveraged partnerships to meet pressing community needs like a new Sellwood Bridge; and continued to champion services for the most vulnerable in the face of State and Federal funding cuts.

In FY13, the Chair will maintain his commitment to equity and fairness by championing the efforts of the Office of Diversity and Equity and Office of Sustainability; seek new partnership opportunities to improve the quality and safety of public infrastructure; work to ensure that those in danger to themselves or others have a safe place to go; and derive maximum benefit for the community from limited resources.

The Chair's office values transparency and broad community engagement.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Respond within 24 hours to constituent emails, calls and concerns	95	100	95	100
Outcome	Responsive, transparent dialogue with constituents.	95	100	95	100
Output	Convene Multnomah Evolves Steering Committee & Workgroups	0	1	1	1
Outcome	Proposal and approval of FY 13 budget	1	1	1	1

### Performance Measure - Description

In FY 13 the Chair's office will continue to implement changes to the county's business practices and culture to achieve the following goals: Prioritize direct services, strategically manage county assets, benchmark support services to industry standards, create clear responsibility and accountability, better integrate county-wide values of equity, sustainability and stewardship.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$976,204	\$0	\$1,040,150	\$0
Contracts	\$30,000	\$0	\$20,000	\$0
Materials & Supplies	\$65,909	\$0	\$31,892	\$0
Internal Services	\$187,911	\$0	\$261,847	\$0
Total GF/non-GF:	<b>\$1,260,024</b>	<b>\$0</b>	<b>\$1,353,889</b>	<b>\$0</b>
Program Total:	<b>\$1,260,024</b>		<b>\$1,353,889</b>	
Program FTE	8.50	0.00	9.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

The Chair's Office is funded by the County General Fund. This budget includes a 1.5% constraint.

**Significant Program Changes**

**Last year this program was:** #10000, Chair's Office

This offer includes .5 FTE for a position previously budgeted with the Office of Communications.

**Lead Agency:** District 1  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Deborah Kafoury

### Executive Summary

Commissioner Deborah Kafoury was elected to represent the residents of Multnomah County's District 1. As County Commissioner, her role is to serve her constituents, help determine the county's priorities, make decisions about public policy issues, and allocate the county's resources in an effective, responsible and transparent manner.

### Program Description

District One encompasses all areas of Multnomah County west of the Willamette River, Sauvie Island, and inner southeast Portland. Commissioner Kafoury is the main point of contact for citizens in District One who have questions or concerns about county services or policies. The Commissioner and her staff work to resolve issues constituents bring forward ranging from how to get housing assistance to land use permitting and policy suggestions.

In addition to being responsive to the constituents in her district, Commissioner Kafoury is an advocate for issues of broad concern including affordable housing, preventing and ending homelessness, the health and well-being of Multnomah County's children and families, land use and transportation infrastructure, and ensuring Multnomah County is able to meet the needs of our most vulnerable citizens.

Commissioner Kafoury's accomplishments in 2011-2012 include leading the County's effort to replace the Sellwood Bridge. Construction began in December 2011 and Commissioner Kafoury helped secure a Federal TIGER Grant of \$17.7 million. Also in December, Commissioner Kafoury secured contingency funding to assist families at risk of becoming homelessness and to provide additional shelter space for homeless families. She provided leadership to the Bed Bug Workgroup, a county-wide effort to develop a community action plan to address Bed Bugs, and co-chaired the Meaningful Care Conference, to promote LGBTQ cultural competency in health care and social services. She spearheaded, in conjunction with the City of Portland, a Reset Committee of the Ten Year Plan to End Homelessness. Commissioner Kafoury serves as the County's representative on JPACT (Joint Policy Advisory Committee on Transportation), the Portland Children's Levy Allocation Committee, and is active in the County's legislative efforts at the State and Federal levels.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Send monthly e-newsletter	12	12	12	12
Outcome	Sellwood Bridge Replacement Project.	0.0%	0.0%	10.0%	25.0%
Outcome	Reset the 10 Year Plan to End Homelessness	0.0%	0.0%	20.0%	100.0%
Outcome	Downtown Courthouse Upgrade or Replacement Project.	0.0%	0.0%	0.0%	10.0%

### Performance Measure - Description

In FY 2012-2013, Commissioner Kafoury will:

1. Keep the Sellwood Bridge Replacement Project on time and on budget. As part of this effort, Commissioner Kafoury will work to secure the remaining \$5 million to complete construction. Construction will be well underway by the end of FY13.
2. Establish a feasible plan to renovate or rebuild the Downtown Courthouse, a building that has been of safety concern to the County since the 1950's. In FY13, the goal is provide the Board with enough information to make a decision on whether to move forward with renovation or replacement.
3. Complete the reset of the Ten Year Plan to End Homelessness and work with County departments to implement. Reset plan to come before the Board by December 2013.
4. Work with the Health Department to champion and identify funding to reopen the Southeast Health Clinic and open a Dental Clinic in Downtown Portland.
5. Advocate in Salem to remove existing or prevent new pre-emptions that restrict the County's ability to provide essential services to its residents.

Responsiveness to constituents is the main office priority. Our current practice is to ensure an immediate acknowledgement of the call/email within 36 hours. The E-newsletter is another important way we share information with constituents and community members.



**Legal/Contractual Obligation**

The Board of County Commissioners is mandated by the Multnomah County Home Rule Charter. Chapter III, 3.10(3).

**Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$392,567	\$0	\$418,843	\$0
Contracts	\$15,000	\$0	\$7,000	\$0
Materials & Supplies	\$19,328	\$0	\$19,704	\$0
Internal Services	\$55,740	\$0	\$70,272	\$0
Total GF/non-GF:	<b>\$482,635</b>	<b>\$0</b>	<b>\$515,819</b>	<b>\$0</b>
Program Total:	<b>\$482,635</b>		<b>\$515,819</b>	
Program FTE	3.80	0.00	3.80	0.00
<b>Program Revenues</b>				
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

General Fund Program.

**Significant Program Changes**

Last year this program was: #10001, BCC District 1

**Lead Agency:** District 2  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Loretta Smith

### Executive Summary

Commissioner Loretta Smith is one of five elected policy makers for Multnomah County, representing all of north and much of northeast Portland, including the City of Maywood Park. As such, she is responsible for driving budget and policy priorities that support the work of Multnomah County government, which includes protecting the County's most vulnerable citizens through public health, mental health and homelessness programs; ensuring public safety through the jails, community justice and programs to assist at-risk youth; and providing cost-effective services to all residents, with programs as varied as roads and bridges, libraries, and animal services. Commissioner Smith believes that programs should be viewed through the lens of equity, transparency, sustainability and cost-effectiveness.

### Program Description

Commissioner Smith views community engagement as one of the most important duties of her office. In order to make the best decisions for the residents of District 2, Commissioner Smith has focused on engaging as many residents as possible through individual meetings, tours, speaking engagements and small group meetings.

Highlights from 2011-12 include:

- Organized and hosted an unprecedented gathering of around 200 African American men and youth to identify issues important to them.
- Facilitated a Young Entrepreneurs Roundtable as part of the White House's 100 Youth Strategies for Winning the Future.
- Secured funding for 25 paid Summer Youth Connect jobs in eight county departments. Summer Youth Connect is a partnership with the City of Portland and Worksystems, Inc. that creates summer internships for at-risk youth.
- Worked with colleagues to develop procedures and policies within the Sellwood Bridge replacement project that ensure robust participation of minority, women, and emerging small businesses, as well as disadvantaged business enterprises.
- Championed an amendment to the County budget that doubled the amount of dollars in the County's micro-lending program, which assists small businesses that traditional financial institutions fail to serve.
- Advocated for funding in the County budget to continue an elder abuse financial prosecutor position when federal funding was no longer available.

Work in 2012-13 will include:

- Ongoing support for the Summer Youth Connect program.
- Expanding outreach efforts to local residents by attending community events, neighborhood gatherings and business meetings, and enhancing social media.
- Continuing to engage on Oregon's health system transformation process, including expanding on her efforts as a Governor-appointed member of the Coordinated Care Organization (CCO) Criteria workgroup and ensuring equity in delivery of services.
- Working with private industry to get broadband access to underserved communities.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Response to constituent inquiries and emails	0.0%	100.0%	100.0%	100.0%
Outcome	Update website, including mapping function to enliven web presence and expand social media outreach	0	52	239	200
Output	Confer with local business groups on economic development opportunities	0	12	21	30
Output	Attend community meetings and tour local service providers and other community partners	0	12	97	75

### Performance Measure - Description

Commissioner Smith is committed to responsive constituent services, comprehensive casework and robust communications with the citizenry, including social media.

## Legal/Contractual Obligation

The Multnomah Board of Commissioners offices are mandated by the Multnomah County Home Rule Charter, Chapter III, 3.10.(3)

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$395,733	\$0	\$425,641	\$0
Contracts	\$12,000	\$0	\$6,121	\$0
Materials & Supplies	\$15,802	\$0	\$14,150	\$0
Internal Services	\$59,100	\$0	\$69,907	\$0
Total GF/non-GF:	\$482,635	\$0	\$515,819	\$0
Program Total:	\$482,635		\$515,819	
Program FTE	4.00	0.00	4.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

## Explanation of Revenues

General Fund Program

## Significant Program Changes

**Last year this program was:** #10002, BCC District 2

Outputs in the current year may be somewhat higher than future years because, as a new Commissioner, Commissioner Smith engaged in broad, intensive outreach during FY11-12 in order to gain an overview of county services providers and partners. Commissioner Smith will continue to work with neighborhood associations, service organizations and other community partners to bring services to all of Multnomah County.

**Lead Agency:** District 3  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Judy Shiprack

### Executive Summary

Multnomah County Commissioner Judy Shiprack is one of five elected officials composing the governing body of Multnomah County. Commissioner Shiprack represents District 3, the central portion of Multnomah County and focuses on policy impacting her constituency.

Commissioner Shiprack and her colleagues on the board have defined Multnomah County's mission, vision and values as social justice, health, public safety, integrity, stewardship, innovation and sustainability.

The Commissioner also has the shared responsibility of allocating available resources through a fair and transparent budgeting process. The board is required by law to adopt a balanced budget.

### Program Description

Poverty, hunger and the need for county services continues to shift to mid and east Multnomah County. Commissioner Shiprack will work with county departments to find cost saving measures and efficiencies and support evidence-based and best practice programs and services. Commissioner Shiprack also advocates for funding and resources by representing Multnomah County on the local, state and national levels.

Commissioner Shiprack's priorities include early education, elder issues and public safety. She leads the Defending Childhood Initiative, sponsored by the Attorney General, to reduce children's exposure to violence and serves as the liaison to the Commission on Children, Families and Community (CCFC). She advocates for elders and other vulnerable populations by serving as liaison to Elders in Action, supporting programs for seniors and collaborative efforts. Commissioner Shiprack continues to be dedicated to an efficient public safety system by serving as Co-Chair to the Local Public Safety Coordinating Council (LPSCC), successfully advocated the construction of the East County Courthouse, and finding solutions to work towards renovating/replacing the aging downtown courthouse.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Defending Childhood Initiative	1	1	1	1
Outcome	What Works Conference 2011	1	1	0	1
Outcome	Elder Issues	1	1	1	1
Input	Community meetings	140	110	10	120

### Performance Measure - Description

The Attorney General launched the Defending Childhood Initiative to address the exposure of children to violence. Through Commissioner Shiprack's advocacy, Multnomah County was awarded \$500,000 for the 3-year project (10/2011 - 9/2014) and is currently in the implementation phase.

On December 9, 2011, public safety leaders, national policy experts and other stakeholders came together to brainstorm what works in juvenile justice. The day-long conference featured presentations from national experts, Oregon policy leaders and legislators.

Commissioner Shiprack's policy efforts for elder issues includes promoting innovations in care, adequately funding elder programs and planning two conferences in 2012 - Partnerships to Prevent Abuse in March and Aging Well in April.

Community meetings and the policies resulting from them indicate Commissioner Shiprack's dedication to her constituency by working on issues important to the community. She continues to provide every opportunity for input from the public.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$406,883	\$0	\$422,716	\$0
Materials & Supplies	\$17,553	\$0	\$23,787	\$0
Internal Services	\$58,199	\$0	\$69,316	\$0
Total GF/non-GF:	\$482,635	\$0	\$515,819	\$0
Program Total:	\$482,635		\$515,819	
Program FTE	3.80	0.00	3.60	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This is a General Fund program.

Significant Program Changes

Last year this program was: #10003, BCC District 3

**Lead Agency:** District 4

**Program Contact:** Diane McKeel

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Commissioner Diane McKeel is one of the five elected members that comprise the governing body for Multnomah County. Commissioner McKeel represents the citizens of District 4, the Eastern area of the County.

Commissioner McKeel and her staff are committed to the ongoing engagement of the community, operating in an open and transparent manner, and responding to the needs of constituents in a timely fashion. To learn more about Commissioner McKeel's office please visit the website at [www.multco.us/cc/ds4](http://www.multco.us/cc/ds4).

### Program Description

As poverty and the need for services continue to move east, Commissioner McKeel will continue to provide strong leadership and advocate for services to follow the shifting demographics of our county.

As a member of the Board of County Commissioners, Commissioner McKeel is responsible for introducing legislation, setting policy and working hard to effectively represent the residents of District 4. The Board serves as the County Budget Committee and the Commissioner has the shared responsibility of allocating the County's resources through the budget process. The Board is required by law to adopt a balanced budget.

Commissioner Diane McKeel and her staff were able to accomplish a great deal in FY11-12 including helping to lead the effort around the East County Court facility, which opened in April, and working towards comprehensive legislation to help victims of human trafficking. She continues to Chair the East Multnomah County Transportation Committee and has been instrumental in guiding the East Metro Connections Corridor Study.

Commissioner McKeel plans to take on several new initiatives in FY13, including expanding work site wellness options for Multnomah County employees, assisting with the effort to get the USS Ranger located in the region and increasing awareness around the benefits of mentoring.

Commissioner McKeel will continue her successful work around combating domestic human trafficking, increasing veterans' services, economic development and representing the county at the State and Federal level.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Respond to constituent calls, letters and emails within 24 hours.	95.0%	95.0%	95.0%	95.0%
Outcome	Level of satisfaction of constituents that interact with office.	0.0%	0.0%	70.0%	75.0%
Output	Host a community meeting focusing on one of our major policy areas.	1	1	1	2
Output		0	0	0	0

### Performance Measure - Description

✓ **Measure Changed**

Commissioner McKeel is dedicated to providing strong leadership and being accountable to the constituents of her district. She demonstrates this and will continue to do so by engaging the community and responding to concerns in a thoughtful and timely manner. We will gauge the level of satisfaction of constituents who interact with the office by doing a short annual survey.

Through her work on preventing human trafficking, Commissioner McKeel has begun to focus on increasing awareness around the benefits of mentoring and recruiting more volunteers to be mentors. She held a summit at Mt Hood Community College in partnership with a variety of mentoring organizations and is planning another summit in FY12-13.

**Legal/Contractual Obligation**

The Board of County Commissioners offices are mandated by the Multnomah County Home Rule Charter. Chapter III,3.10(3).

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$397,797	\$0	\$422,166	\$0
Materials & Supplies	\$20,869	\$0	\$21,557	\$0
Internal Services	\$63,969	\$0	\$72,096	\$0
Total GF/non-GF:	\$482,635	\$0	\$515,819	\$0
Program Total:	\$482,635		\$515,819	
Program FTE	4.00	0.00	4.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

**Explanation of Revenues**

Commissioner McKeel's budget is funded by the County General Fund.

**Significant Program Changes**

Last year this program was: #10004, BCC District 4

**Lead Agency:** Auditor

**Program Contact:** Steve March

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Auditor's Office promotes efficient, effective, equitable, and accountable government. Authorized by the County Charter, the elected Auditor conducts independent, objective performance audits and special studies of the county. Our audits examine program performance, service outcomes, management processes, and general operations. Our work provides the public and county officials with a means of assessing the quality, effectiveness, and value of county services and identifies opportunities for improvement.

### Program Description

Audit reports and special studies are the primary product of the Office and provide internal and external accountability. Audits supply analyses and recommendations for improvement to county managers and leaders, inform the public about how tax dollars are spent, and ensures that county operations are independently reviewed and held accountable.

Audits released in 2011 and 2012 include the Financial Condition Report which prompted a change in the County's Financial Policies; a Spending Analysis to enhance the County's evolution to sustainable purchasing; a Purchase Card audit testing the County's management controls around such card use; the Redistricting Plan for Commission Districts for the decade; Pre-trial Release Supervision; and an audit of Managing Inmate Welfare Funds. Additional reports to be released this year include Procurement of Consulting Services, Business Income Tax filing by County Vendors, Cellular Device Use & Management, Sun Service System, and others.

By County Charter, the Auditor convened a Salary Review Commission in FY12 to set salaries for Board members and salaries for the District Attorney and Sheriff. In addition, the Auditor manages the contract with the external audit firm that audits county financial statements and is a non-voting member of the Audit Committee.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of reports issued	5	8	9	8
Outcome	Recommendation implementation rate - within 5 years	89.0%	90.0%	90.0%	90.0%
Quality	Auditees reporting that the audit will improve organization	0.0%	90.0%	90.0%	90.0%

### Performance Measure - Description

- (1) "Number of reports issued" -- Staff vacancies and work on peer review reduced reports for FY10-11.
- (2) "Recommendation implementation rate..." is a gauge of the quality of audit recommendations and responsiveness to those recommendations. Implementation is measured by tracking recommendations for 5 years after an audit.
- (3) "Percent of auditees reporting..." is a quality measure showing post audit survey results; this was a new and measure and there was insufficient data in FY10-11 for meaningful results



## Legal/Contractual Obligation

County Charter 8.10 states "The auditor shall conduct performance audits of all county operations and financial affairs and make reports thereof to the board of county commissioners according to generally accepted government auditing standards. The auditor may also conduct studies intended to improve the performance of county efforts."

Government auditing standards outline requirements for planning, conducting, and reporting of audit work. Auditors are required to complete at least 80 hours of relevant training every 2 years. In addition the Office is required to have a peer review every 3 years to ensure compliance with standards; the Multnomah County Auditors Office passed that review in 2011.

By Charter, the Auditor also appoints a Salary Review Commission every two years and performs redistricting every ten years after the Census.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$977,837	\$0	\$1,001,387	\$0
Contracts	\$150,000	\$0	\$151,500	\$0
Materials & Supplies	\$26,570	\$0	\$25,870	\$0
Internal Services	\$128,546	\$0	\$154,993	\$0
Total GF/non-GF:	<b>\$1,282,953</b>	<b>\$0</b>	<b>\$1,333,750</b>	<b>\$0</b>
Program Total:	<b>\$1,282,953</b>		<b>\$1,333,750</b>	
Program FTE	8.70	0.00	8.65	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

This is a General Fund program.

## Significant Program Changes

**Last year this program was:** #10005, Auditor's Office

Through the Good Government Hotline, the Auditor has offered a confidential, anonymous system for employees and the public to report fraud, misuse of county resources, and other abuses since October 2007. Due to budget constraints, the Hotline operated internally for a year and a-half but in January 2012 we returned to an outside vendor for 24-hour services and a central data base function that will be operated in cooperation with the Office of Diversity and Equity and Human Resources.

**Lead Agency:** Tax Supervising &

**Program Contact:** Tom Linhares

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Tax Supervising and Conservation Commission (TSCC) reviews the budget and tax levying authority of all taxing districts that have more real market value in Multnomah County than in any other county. Starting in FY 11, districts with a population under 200,000 have the ability to opt out of the Commission's jurisdiction. As of the 2012-13 fiscal year, 12 districts have chosen that option. Perhaps the most important duties of the Commission are to: 1) act as a technical resource to budget staffs for both large and small taxing districts, and 2) publish a comprehensive annual report.

### Program Description

There are five commissioners, appointed by the Governor to four year terms. Administrative employees, currently 2.4 FTE, are appointed by the Commission.

The Commission serves citizens by providing an extensive review of the budgets of the 27 local governments under its jurisdiction. The reviews are both procedural and substantive in nature. These types of review and the certification process distinguish TSCC from other regulatory bodies which do not receive copies of the budget document. TSCC's review also differs from the comprehensive audit in that our review is conducted prior to the adoption of the budget and can therefore prevent errors from occurring.

The Commission continues to assert influence beyond Multnomah County. Commission staff played a critical role in securing passage of HB 2425 (2011 Session) which updated Oregon's local budget law for the first time since 1963 affecting nearly 1,500 taxing districts. In December 2011 the Commission published a Recent History of Oregon's Property Tax System. This report has been very well received by officials from all 36 counties as well as legislative leaders and private citizens.

The commission conducts hearings on the largest taxing district's budget (population exceeding 200,000) and must certify any objections and/or recommendations for all districts prior to the district adopting the budget each year. The Commission also holds public hearings throughout the year on new local option levy or general obligation bond measure placed before the voters.

The Commission is required by law to publish an annual report of local governments' budgets, indebtedness, property taxes and other financial information. The report is often cited by citizen activists, news media and government officials as the most comprehensive source of budget and property tax information available in the entire state.

TSCC ensures that violations of local budget law are minimized, especially if the error results in a property tax levy that exceeds authority. TSCC works closely with the county assessor's office as a double check that property tax levies are entered and calculated accurately. TSCC's efforts seek to make the financial affairs of local governments at all levels more transparent and accountable to the citizens we serve.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Provide Training/Technical Assistance for budget staff	14	13	13	15
Outcome	Reduce the number of objections and recommendations in TSCC Certification Letter	17	12	15	10
Output	Conduct public hearings on approved budgets and property tax measures	17	12	12	13

### Performance Measure - Description

### Legal/Contractual Obligation

TSCC is mandated by ORS 294.605 to 294.705. Counties with a commission are required to establish an account in the general fund for purposes of funding the expenditures of the commission, "as submitted", up to a maximum appropriation of \$280,000 (ORS 294.630). This amount increases by three percent per year starting in 2011-12. For FY 2013 the maximum appropriation is \$297,052 ( $280,000 \times 1.03 \times 1.03$ ).

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$266,312	\$0	\$279,398	\$0
Contracts	\$1,000	\$0	\$2,000	\$0
Materials & Supplies	\$11,300	\$0	\$9,900	\$0
Internal Services	\$2,720	\$0	\$4,706	\$0
Total GF/non-GF:	<b>\$281,332</b>	<b>\$0</b>	<b>\$296,004</b>	<b>\$0</b>
Program Total:	<b>\$281,332</b>		<b>\$296,004</b>	
Program FTE	2.40	0.00	2.40	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

There are no direct revenues. Expenditures of the Commission are included in the CAFFA Grant, bringing in an average of \$62,415 over the last three fiscal years. With the passage of HB 2074 (Chapter 596, Oregon Laws 2009), the County is reimbursed one-half of the net operating costs of the Commission from the districts under the Commission's jurisdiction. This change resulted in \$94,169 of new revenue for the County in 2009-10, \$97,393 in 2010-11 and \$106,089 in 2011-12.

### Significant Program Changes

Last year this program was: #10006, Tax Supervising & Conservation Commission

**Lead Agency:** Commission on

**Program Contact:** Josh Todd

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This aspect of the Commission on Children, Families and Community (CCFC) provides leadership, management, grants accounting, and administrative support. The CCFC is both the County's Children and Families Commission and the Community Action Board. The CCFC is responsible for promoting policies and practices that support the well-being of all children and youth, and for increasing economic security among people living on a low income.

### Program Description

CCFC Administration ensures that the unit fulfills its obligations as the local Children and Families Commission and the Community Action board. Duties include:

- (a) staffing the volunteer CCFC Board (currently 16 volunteer community members), which provides policy advice to the Board of County Commissioners,
- (b) allocating and managing funding resources,
- (c) implementing the six-year Community Plan to Improve Outcomes for Children and Families,
- (d) advancing four of the County's policy frameworks (Early Childhood, Poverty Elimination, School Age Policy and Our Bill of Rights: Children + Youth),
- (e) promoting positive youth development through its Multnomah Youth Commission, and (f) leveraging resources and convening community members to improve opportunities for children, youth, families and persons living on a low-income.

### Program Justification

The CCFC Administration provides the infrastructure, support and expertise to allow the CCFC to:

- a) Provide opportunities for the community to participate in and understand how County government works, through the CCFC Board and its subcommittees.
- b) Provide opportunities for interaction between community members, County staff and County leadership, in the areas of children, youth, families and people living on a low-income. This interaction increases knowledge of how the process of local government works, including budget development. The CCFC board develops shared goals and visions in partnership with County employees and leadership.
- c) Leverage resources of the public and private sector to solve challenges and remove barriers for children, youth and families in the County.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	volunteer hours leveraged	10,000	8,500	11,700	9,500
Outcome	stated goals of community plan met	75.0%	75.0%	75.0%	75.0%
Output	# of citizen engaged as volunteers	300	250	406	300
Output	Value of resources leveraged by CCFC investment	22,000,000	20,000,000	23,000,000	10,000,000

### Performance Measure - Description

- Volunteer hours and dollars leveraged are tracked and reported to the Oregon Commission on Children and Families.
- No. of citizens who are engaged as volunteers (such as committees) are included here. Those who attend events and trainings are tracked elsewhere.

## Legal/Contractual Obligation

The Commission on Children and Families system was created in 1993 through HB 2004 all requirements of Counties to maintain a Commission on Children & Families were eliminated by the State Legislature in 2011.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$232,357	\$14,545	\$180,106
Materials & Supplies	\$0	\$24,099	\$0	\$0
Internal Services	\$0	\$136,833	\$0	\$93,273
Total GF/non-GF:	<b>\$0</b>	<b>\$393,289</b>	<b>\$14,545</b>	<b>\$273,379</b>
Program Total:	<b>\$393,289</b>		<b>\$287,924</b>	
Program FTE	0.00	2.50	0.12	1.87
<b>Program Revenues</b>				
Intergovernmental	\$0	\$393,289	\$0	\$273,379
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$393,289</b>	<b>\$0</b>	<b>\$273,379</b>

## Explanation of Revenues

State funds are transferred to the County via the Oregon Commission on Children & Families.

## Significant Program Changes

**Last year this program was:** #10007, CCFC Administration

The CCFC is transitioning to a semi-mobile workforce at the end of FY12. This change will reduce not only our administrative costs but our environmental footprint. We currently maintain 13 office spaces for 8FTE. In May of 2012 we will transition to lower cost space in the Gateway Complex using 4 office spaces for 8 employees. This reduction will be achieved by increasing our use of teleworking, out stationing, and working remotely leveraging to its greatest capacity the County's transition to google aps and mobile technology.

**Lead Agency:** Commission on  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Josh Todd

### Executive Summary

The mission of the Commission on Children, Families & Community (CCFC) is to impact policy, leverage resources and make strategic investments to build a thriving community. The CCFC serves as the Board of County Commissioners citizen policy advisers on children, families, and poverty policy. One of the most important services the CCFC can offer the board is to inform their decisions with the voices of those most impacted by the County's decisions. To this end the CCFC focuses on engaging several of the County's core constituencies: communities of color, people living on a low-income, and youth.

### Program Description

The CCFC continues its focus on implementing the 6-year Community Plan, which was adopted by the Board of County Commissioners in January 2008.

The goal areas and related key activities are:

1. Academic and life success for all children and youth
  - a) reduce barriers to educational success and increase student connection to schools by increasing child and youth access to medical care.
  - b) advance the Early Childhood Policy Framework including co-convening the Cradle to Career Ready for Kindergarten collaborative.
  - c) Improve education equity and reduce drop-out through a focus on disproportionate suspensions and expulsions.
2. Economic security and assets for all individuals and families:
  - a) decrease child and family poverty by increasing low-income families' financial and social assets.
  - b) increase percentage of children and parent enrolled in Healthy Kids and the Oregon Health Plan as well as TANF and SNAP.
3. Engaged communities to build healthy neighborhoods
  - a) Continue collaboration with City of Portland in supporting the work of the Multnomah Youth Commission
  - b) Engagement of diverse youth and low-income persons

Additionally, the CCFC excels in leveraging resources to benefit Multnomah County and its residents. In FY12, the 2.49 million investment in the CCFC leveraged over 22 million in resources to our local economy.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Volunteer Hours Leveraged	10,000	8,500	11,700	9,500
Outcome	Stated Goals of 6 Year Plan Met	75.0%	75.0%	75.0%	75.0%
Output	# of citizens engaged as volunteers	300	250	406	300
Output	value of resources leveraged by CCFC investment	22,000,000	20,000,000	23,000,000	10,000,000

### Performance Measure - Description

- Volunteer hours and dollars leveraged are tracked and reported to the Oregon Commission on Children and Families.
- No. of citizens who are engaged as volunteers (such as committees) are included here. Those who attend events and trainings are tracked elsewhere.

Stated Goals of 6-Year Plan are to:

- 1) Increase youth reports of receiving annual physicals and check ups to 60 percent of all 8th graders and 50 percent of all 11th graders by 2014
- 2) Increase client base of SBHC by 20 percent, or 1015 clients
- 3) 75 percent of low-income working families engaged in program will increase their household income above federal poverty guidelines

## Legal/Contractual Obligation

The Community Action Board is a federal designation, per ORS, dating from 1964. The Commission on Children and Families system was created in 1993 through HB 2004 all requirements of Counties to maintain a Commission on Children & Families were eliminated by the State Legislature in 2011.

In 1998, through Ordinance No. 921, the Board of County Commissioners joined the two entities, creating the Commission on Children, Families and Community.

In 2007, Multnomah County and the City of Portland entered into contract #0708066 to enhance youth engagement and involvement with our local jurisdictions. This engagement is primarily through the Joint City/County Youth Commission which the CCFC houses and is charged with staffing.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$14,033	\$388,969	\$0	\$363,527
Contracts	\$0	\$0	\$0	\$560
Materials & Supplies	\$0	\$29,613	\$0	\$15,403
Internal Services	\$0	\$10,288	\$0	\$4,184
Total GF/non-GF:	<b>\$14,033</b>	<b>\$428,870</b>	<b>\$0</b>	<b>\$383,674</b>
Program Total:	<b>\$442,903</b>		<b>\$383,674</b>	
Program FTE	0.00	4.00	0.00	4.42
<b>Program Revenues</b>				
Intergovernmental	\$0	\$428,870	\$0	\$371,174
Other / Miscellaneous	\$0	\$0	\$0	\$12,500
Total Revenue:	<b>\$0</b>	<b>\$428,870</b>	<b>\$0</b>	<b>\$383,674</b>

## Explanation of Revenues

The CCFC receives State funding through the Oregon Commission on Children and Families and Oregon Healthy Kids program as well as federal funding through the Community Service Block Grant program to fulfill its State and Federally mandated functions.

Additionally, the CCFC has support from private and nonprofit sources including the Penney Family Fund and the Oregon Hunger Relief Task Force.

\$100,000 Oregon Health Authority grant for the Oregon Healthy Kids Program and adding 1.80 FTE Program Aide positions.

## Significant Program Changes

**Last year this program was:** #10008, Community Engagement and Plan Implementation



**Lead Agency:** Commission on  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Josh Todd

### Executive Summary

Part of the Multnomah County Commission on Children, Families and Community's (CCFC) mission is to make strategic investments which help build a thriving community. The CCFC does this by allocating and managing resources received from the Oregon Commission on Children and Families (OCCF) to provide prevention and support services for children from birth to age 18.

### Program Description

A primary role of the CCFC is to identify, through a comprehensive community planning process, critical service gaps and collaboration opportunities and to direct State resources to address those local needs. Additionally, the CCFC manages contracts for State services funded by the Oregon Commission on Children & Families system. This program offer includes contracts for services to:

1. Volunteers of America: Relief Nursery
2. Children's Relief Nursery
3. Native American Rehabilitation Association
4. Greater New Hope Baptist Church
5. Cascadia Behavioral Health: Garlington Center
6. Community Warehouse.
7. Morrison Center: Parent Mentors

-Both Relief Nursery contracts are pass through contracts directing State allocated resources to two local relief nurseries which provide family support, early childhood education and social/emotional development services, and child abuse prevention services.

-Multnomah County is one of 11 counties working to safely and equitably reduce the number of children in the Child Welfare system. The remaining four contracts direct Federal Family Preservation and Support funds to four community-based agencies which are helping provide support services to families whose children are at risk of entering the child welfare system.

-NARA provides, intensive family support to primarily Native families who are TANF recipients and identified as at-risk of child welfare involvement. Both Cascadia and Greater New Hope Baptist Church provide similar services to primarily African American families. The goal of these services to help stabilize the family and allow them to maintain their children, safely in their home without DHS involvement.

-The Community Warehouse provides furniture and household items to families for whom material items like beds, dressers, etc will help prevent child welfare removal or facilitate their children being returned.

-Parent Mentors provide support for families at shelter and permanency hearings so they can more effectively engage with the court and keep their children at home.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Dollars leveraged to support contracted services	1,115,000	1,100,000	1,075,375	400,000
Outcome	FPS- % of families engaged in services whose children do not enter foster care	97.0%	85.0%	98.0%	85.0%
Efficiency	% of contract payments processed in a timely manner	70.0%	100.0%	85.0%	90.0%

### Performance Measure - Description

CCFC worked with the Oregon Department of Human Services to realign state resources to support intensive, in-home services to prevent removal. DHS allocated 1.1 million in existing resources to this new type of service. This represents a return on investment of \$7.59 for every Commission dollar contracted through FPS.

The service model support through FPS has been extremely successful. Of those families engaged approximately 97% have been able to safely maintain their children in their homes and avoid removal. Historical data shows that 60% of white families will avoid child welfare removal once an investigation is opened. Only 45% of families of color will avoid child welfare involvement. This model dramatically increases family stability and effectively prevents child welfare involvement. We are now piloting this model with DHS TANF recipients to test its effectiveness with this population.



### Legal/Contractual Obligation

While State requirements for the continuation of local commissions on children and families were eliminated in 2011 it is assumed that Counties will maintain local investments in services from Oregon Commission on Children & Families dollars until the Early Learning Council fully implements its redesign of early learning investments.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$586,663	\$0	\$568,903
Internal Services	\$0	\$0	\$0	\$10,543
Total GF/non-GF:	<b>\$0</b>	<b>\$586,663</b>	<b>\$0</b>	<b>\$579,446</b>
Program Total:	<b>\$586,663</b>		<b>\$579,446</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$586,663	\$0	\$579,446
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$586,663</b>	<b>\$0</b>	<b>\$579,446</b>

### Explanation of Revenues

Contracts are funded through State and Federal funds transferred to the County by the Oregon Commission on Children & Families.

### Significant Program Changes

**Last year this program was:** #10009, Contracts for Services: Birth to 18

Last year Family Preservation and Support dollars were contracted to Foundations for Families as they were the only provider of this type of intensive in-home services. The CCFC included as part of our investment that the contractor provide training and technical assistance to culturally specific providers so they could compete for these funds. After a competitive funding process three new culturally specific providers were chosen to provide these services replacing the one contract with Foundations for Families.

**Lead Agency:** Public Affairs Office

**Program Contact:** Dave Austin

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Communications Office is the central voice, source and distribution point for information for taxpayers, the public and the news media communicating what Multnomah County does and how employees work in the community to provide services. The office – using targeted communications strategies – works directly with the Chair's Office, the Board, elected officials, and County staff to promote transparency and demonstrate how effectively local government officials use taxpayer dollars to support all residents. Also, the office works with the Chief Operating Officer to handle internal advisory communication for the Chair when it comes to critical information, including – but not limited to – county business, labor practices and negotiations, budget strategies and relevant political issues around labor practices, negotiations and other sensitive topics. Top goals include: providing taxpayers, the public and the media with stories and information about critical county programs; responding to public records requests; responding with urgency and immediacy to the public and media inquiries about the county; strongly carrying and promoting the values of the Board of Commissioners, both internally and externally; advising the Chair, the Board, elected officials, and County staff on the best approaches with taxpayers, the public and the media; creating materials that increase the county's visibility; committing to and working with the highest standard of transparency for the sake of the public; and developing new ways to reach out to county residents by inviting them to participate in local government.

### Program Description

This office will aggressively and consistently inform the public of stories and events that provide a high level of understanding of what the county does with taxpayer dollars and how local government makes a difference in people's lives. The office will employ a wide range of media – television, newspapers, radio and digital media, as well as direct communications to the public, including appearances and community meetings – to reach a diverse audience and proactively increase the visibility of Multnomah County and the services it provides to all residents. Staff will produce accurate, timely and accessible accounts of Board actions and developments of public interest through written articles, photographs and videos for the County's website. We will continue to make the website dynamic and engaging in order to share the county's mission and successes with the public in a meaningful way. As we continue to rapidly grow our social media base, we will use tools such as Twitter, Facebook and the creation of stylized websites to further promote the county's web content as news is shared and reposted among users. The office will be the lead on ensuring that Multnomah County government is efficient, transparent and is open to dialogue with its residents.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of multi-media or video packages created for county website	0	0	25	75
Outcome	Number of stories appearing in the media about county services	0	0	100	250

### Performance Measure - Description

- \* How often the office connects the Chair, commissioners and departments with news media that produce stories about the county's work.
- \* How many multi-media projects/videos created for use on county web pages and for use by departments to spread information about services.
- \* How quickly and thoroughly the office responds to public requests for information, as well as how successful the office is at helping all county departments make decisions about information going to the public.
- \* How quickly the office disseminates public records requests, notifies the Board and staff and responds to ensure government transparency and access.
- \* How strong the relationships are with news media and how those relationships produce coverage where county employees have a voice to promote the county's mission.
- \* How much useful information flows through the county website; websites of the Chair and commissioners; Facebook; and Twitter – and how that effectively communicates to the public and helps citizens participate and have their voices heard.
- \* How often the office interacts with managers/key departments to choose stories that best inform the public about the county's work, the individuals and the structures, and how taxpayer dollars are spent to benefit all residents.

### Legal/Contractual Obligation

The Communications Office is the conduit for the public and the media to make public records requests under Oregon Public Records law. Whenever a request comes in, staff from the office analyze it and then forward to the County Attorney's Office. The offices collaborate and make a decision about the release of the record in question.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$634,260	\$0	\$627,863	\$0
Contracts	\$10,000	\$0	\$10,000	\$0
Materials & Supplies	\$16,297	\$0	\$10,747	\$0
Internal Services	\$73,080	\$0	\$85,195	\$0
Total GF/non-GF:	<b>\$733,637</b>	<b>\$0</b>	<b>\$733,805</b>	<b>\$0</b>
Program Total:	<b>\$733,637</b>		<b>\$733,805</b>	
Program FTE	6.50	0.00	6.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

This is a General Fund program.

### Significant Program Changes

**Last year this program was:** #10013, Communications Office  
0.5 FTE and associated funding has been moved to the Chair's Office, PO# 10000.

**Lead Agency:** County Attorney  
**Program Offer Type:** Existing Operating  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Jenny Morf

### Executive Summary

The mission of the Office of County Attorney is to provide the highest quality and cost effective legal advice and representation. The Office reviews and advises on the legal aspects of County government operation, defends claims against the County and its employees, and assists with Federal, State, and County legal requirements. The County Attorney collaborates with risk management, provides legal training and strives to provide clients with appropriate advice before legal issues become legal problems.

### Program Description

The Office of County Attorney prepares and reviews legal documents including contracts, Ordinances, Resolutions, Board Orders, Executive Rules, Administrative Procedures, and others. It provides legal advice and counsel to the Board of County Commissioners, the Chair, the Sheriff, the Auditor, the District Attorney, County Departments, Offices, Advisory Boards, Districts, Commissions and Committees. It prepares formal written opinions deemed necessary by the County Attorney regarding significant interpretations of federal and state laws, the Charter, County Code and other legal requirements. The Office controls and supervises all civil actions and legal proceedings where the County is a party or has a legal interest. The Office represents and defends any legal action, matter or proceeding in any court or tribunal and as requested by the Board. The Office demonstrates continued success in resolving cases through zealous advocacy, motions practice, and at trial.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Attorney Direct Service Hours	25,310	25,000	16,527	22,000
Outcome	Client satisfaction-Attorney help clients achieve objectives	96.0%	97.0%	92.0%	95.0%
Efficiency	Percentage of attorney time dedicated to direct client services	94.0%	95.0%	88.0%	90.0%
Input	Number of tort claims received	180	190	150	150

### Performance Measure - Description

The number of attorney direct service hours represents attorney time dedicated to litigation, legal consultation, legal document preparation and review, and client training. Direct service hours exclude time spent on professional development, administrative, clerical, or office related tasks. Office attorneys dedicate the vast majority of their time providing direct services.

A tort claim is a notice of intent to bring a lawsuit for damages against the County or its employees. A downward trend in the number of tort claim notices could be attributed to a number of factors, including consultation with attorneys on policies and practices to establish best practices and avoid unlawful conduct.

### Legal/Contractual Obligation

Multnomah County Code Chapter 25 established the Office of County Attorney and charges the County Attorney to be the Chief Legal Officer of the County.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$3,163,244	\$0	\$3,256,698
Contracts	\$0	\$25,000	\$0	\$30,000
Materials & Supplies	\$0	\$157,393	\$0	\$119,500
Internal Services	\$0	\$404,006	\$0	\$499,179
Total GF/non-GF:	<b>\$0</b>	<b>\$3,749,643</b>	<b>\$0</b>	<b>\$3,905,377</b>
Program Total:	<b>\$3,749,643</b>		<b>\$3,905,377</b>	
Program FTE	0.00	22.80	0.00	23.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$3,749,643	\$0	\$3,905,377
Total Revenue:	<b>\$0</b>	<b>\$3,749,643</b>	<b>\$0</b>	<b>\$3,905,377</b>

### Explanation of Revenues

Funding for the County Attorney's Office is generated through a portion of the liability insurance rate on County payroll expenses.

### Significant Program Changes

Last year this program was: #10014, County Attorney's Office

**Lead Agency:** Local Public Safety

**Program Contact:** Peter Ozanne

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The central purpose of Multnomah County's Local Public Safety Coordinating Council (LPSCC) is to coordinate the public safety plans, policies, operations and strategies of local government agencies to improve the local public safety system's cost-effectiveness and responsiveness to the needs of the community. For over 15 years, LPSCC has convened leaders from local governments; public safety, social service and education agencies; private service providers and local communities throughout the County to collaborate on the development of (a) solutions to problems in the intergovernmental operation of the public safety system, (b) coordinated policies to improve that system and (c) evidence-based strategies that address issues important to community safety. The Council directs the work of several subcommittees and smaller working groups that focus on the most critical issues within the justice system. It also oversees the operation of DSS-Justice, the County's public safety data warehouse and decision support system.

### Program Description

Senate Bill 1145 (1995) established LPSCCs in each of Oregon's 36 counties to "coordinate local criminal justice policy among affected criminal justice entities" (ORS 423.560). To carry out this mission, LPSCC's Executive Committee meets monthly to share information, identify issues and problems affecting public safety and oversee development of new plans, policies and strategies. The Executive Committee is co-chaired by Multnomah County District 3 Commissioner Judy Shiprack and Portland Mayor and Police Commissioner Sam Adams.

LPSCC also directs the work of several subcommittees and smaller workgroups that focus on key issues within the public safety system, such as youth and gang violence prevention, coordination between the public safety and mental health systems, and juvenile justice. These groups typically report to the LPSCC Executive Committee once every few months, depending on how often the group meets.

In its FY 2010 adopted budget, Multnomah County's Board of Commissioners formally transferred responsibility for the administration of DSS-J to the County's Local Public Safety Coordinating Council (LPSCC), which agreed to oversee the development of DSS-J and ensure data security through a Policy.

The Council currently funds the following staff: a part-time Executive Director, who directs and coordinates inter-agency public safety policy discussions; a full-time Public Safety System Analyst, who examines cross-agency data and relevant policies to identify improvements to the public safety system; a part-time Executive Assistant, who provides organizational and communications support; and a part-time Intern, who provides assistance on special projects.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of LPSCC Executive Committee Meetings	10	10	10	10
Outcome	% of Executive Committee Members satisfied with the results/outcomes of meetings	0	85	81	85

### Performance Measure - Description

LPSCC facilitates communication and collaboration among public safety and community leaders and oversees development of public safety plans, policies and strategies through monthly meetings of its Executive Committee. Therefore, LPSCC's performance is measured by a survey of the members' level of satisfaction with the results of LPSCC's activities. A satisfaction survey was not conducted in FY 10-11 due to staffing changes.

## Legal/Contractual Obligation

Senate Bill 1145 (1995) established LPSCCs in each of Oregon's 36 counties to "coordinate local criminal justice policy among affected criminal justice entities" (ORS 423.560).

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$0	\$360,652	\$0	\$345,236
Contracts	\$0	\$203,858	\$0	\$124,500
Materials & Supplies	\$0	\$30,364	\$0	\$21,115
Internal Services	\$467,440	\$109,155	\$516,140	\$175,036
Total GF/non-GF:	<b>\$467,440</b>	<b>\$704,029</b>	<b>\$516,140</b>	<b>\$665,887</b>
Program Total:	<b>\$1,171,469</b>		<b>\$1,182,027</b>	
Program FTE	0.00	2.60	0.00	2.60
<b>Program Revenues</b>				
Intergovernmental	\$0	\$425,171	\$0	\$425,171
Other / Miscellaneous	\$0	\$278,858	\$0	\$240,716
Total Revenue:	<b>\$0</b>	<b>\$704,029</b>	<b>\$0</b>	<b>\$665,887</b>

## Explanation of Revenues

LPSCC is funded by the State Department of Corrections through SB 1145. The FY 2013 budget contains approximately \$240,716 one-time carryover funds, which have accumulated in LPSCC's budget over several years. LPSCC plans to apply approximately half of these one-time funds towards the ongoing DSS-Justice technical upgrade project and the remainder of the funds for Professional Services to provide the research data collection and analysis in support of the work of LPSCC's Executive Committee, subcommittees and work groups. The Professional Services funds will also be used to support LPSCC's regular conferences and periodic training programs.

## Significant Program Changes

Last year this program was: #10015, Local Public Safety Coordinating Council  
None.

**Lead Agency:** Citizen Involvement

**Program Contact:** Kathleen Todd

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

A community of involved citizens is fundamental to building trust and accountability in Multnomah County government. This offer provides the resources for the Citizen Involvement Committee (CIC), through its Office of Citizen Involvement (OCI), to energetically pursue this goal.

### Program Description

The CIC maintains a publicly-accessible office providing a clearinghouse for information about and entry into a bevy of county citizen opportunities. The CIC provides ongoing independent assessment of citizen participation opportunities; identifies and works to remove barriers to participation through live forums, Departmental Reviews, and Diversity Outreach trainings; advocates in partnership with other governmental and non-governmental organizations for citizen involvement in policy and decision-making; coordinates independent Citizen Budget Advisory Committees (CBACs); implements the citizen-driven annual Dedicated Fund Review; and recognizes the dedication of county volunteers by hosting the annual Volunteer Awards Ceremony for all county departments. The CIC and OCI provide direct citizen voice into program development and direction early in the decision-making process and convey citizen input to officials and departments through reports, recommendations and meetings. This maximizes the value of citizen input, giving citizens a greater sense of ownership in the process.

This offer supports county accountability strategies in multiple ways by: 1) building, fostering and supporting actively engaged citizens working with county government; 2) enhancing the public's awareness of county operations and providing venues for citizen contribution to program development and direction, including live forums and online surveys; 3) focusing efforts on seeking out and engaging underrepresented communities, including the creation of a Spanish-language version of the CIC website; 4) providing citizens a single entry point for involvement information; 5) regularly updating its websites, database and publications with current volunteer opportunities; and 6) creating consistent protocol for citizen involvement activities. This offer ensures the resources necessary to: host live forums and online surveys; maintain a centralized and current database of volunteers and interested citizens; maintain an up-to-date bilingual website listing volunteer information and opportunities; create consistent expectations and processes for citizen involvement activities; expand training and support of county volunteers; and increase community outreach, especially to underrepresented communities who do not normally participate in county government, through online and real-time opportunities.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	database of volunteers is current and available at all times	100.0%	100.0%	100.0%	100.0%
Outcome	percentage of participants in activities who felt time was well spent	98.0%	95.0%	96.0%	95.0%
Output	substantive response to citizen emails, calls, concerns within 3 working days	100.0%	95.0%	100.0%	95.0%
Output	new citizen involvement opportunities are publicized within 3 working days	95.0%	90.0%	95.0%	90.0%

### Performance Measure - Description

The performance measures for this program offer essential measurements of our efforts to notify and educate the public about the county and citizen involvement opportunities. OCI's enhanced use of our webpages, social media accounts, online volunteer database, and live recruitment in the community increases the public's knowledge of and likely participation with county citizen involvement opportunities.



## Legal/Contractual Obligation

Chapter Re: Chapter 3.75 Multnomah County Home Rule Charter; Resolution 8-86, Resolution 95-245, Multnomah County Code 2.30.640; 3.30-3.306 1. The County Charter states that the commission “shall appropriate sufficient funds for the operation of the office and the committee”.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$162,200	\$0	\$166,344	\$0
Materials & Supplies	\$11,888	\$0	\$11,888	\$0
Internal Services	\$30,779	\$0	\$40,575	\$0
Total GF/non-GF:	<b>\$204,867</b>	<b>\$0</b>	<b>\$218,807</b>	<b>\$0</b>
Program Total:	<b>\$204,867</b>		<b>\$218,807</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

General Fund

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #10016, Citizen Involvement Committee

The CIC through its office is engaged in pro-active work with county officers, county employees and the larger community to enhance the understanding and acceptance of the value of active citizen participation in county governance. This has been and remains the core mission of CIC. Activities such as live topical forums and online surveys, as well as the new Spanish website and Travelling Recruitment Campaign have expanded CIC partnerships throughout the county community.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Lynda Grow

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Office of the Board accounts for all functions and expenditures necessary for efficient operation of the Board of County Commissioners, who work on behalf of citizens individually and as members of the Board. The Office of the Board supports the Board as a body by providing those things necessary for the Board to function effectively and collectively and provide information on items brought before the Board and information to the public.

Board Clerks acts to maintain the integrity of all Multnomah County processes and procedures pertaining to the Board of County Commissioners. They uphold the Board of Commissioners' Vision and support its Mission in their work.

### Program Description

The Office of the Board manages all Board meetings, agendas, records, indices and schedules. They disseminate information pertaining to adopted resolutions, orders, ordinances and proclamations.

Board Clerks serve as parliamentarians at all meetings, takes minutes, prepares meeting records and notices and provide internal and external customer service, information and referral. They perform responsible clerical and research work associated with the proceedings of the meetings, the Board's actions and records; provide information on upcoming board items, post public notices, provide information and referral to the public; and, schedule meeting space and equipment.

The Office pays for the County's memberships in advocacy organizations including the National Association of Counties, Association of Oregon Counties and Leader's Round Table.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of Board meetings scheduled	130	110	110	110
Outcome	Number of Board meetings held	109	110	97	100
Output	Number of Board meeting documents processed and distributed	3,762	3,800	4,098	4,000

### Performance Measure - Description

Regular board meetings are held on Thursdays throughout the year. The Board meets in Board Briefings and Executive Sessions on Tuesdays. Public Hearings, Budget Work Sessions and Special Meetings are scheduled as needed. Each of these meetings is individually convened and adjourned.

Board clerks are responsible for notifying internal and external customers of scheduled meetings and cancellations; processing, posting and distributing all agenda submissions and official documents that result from board action and directives of those documents and ensure ease of access for future internal and external inquiries. Board clerks provide members of the public with agendas, notices of public hearings, and access to public records. They provide custody of the records, books and documents of the Board and protect and preserve the official County records both electronically and on paper for perpetuity.

## Legal/Contractual Obligation

Commissioners affirm to support the Constitutions of the United States, the State of Oregon, the Multnomah County Home Rule Charter, and Multnomah County laws. The Board adopts and publishes rules for the conduct of Board meetings. They serve as the governing body for Dunthorpe-Riverdale Sanitary Service District No. 1; Mid-County Street Lighting Service District No. 14; sit as the County Budget Committee; The Hospital Facilities Authority; Public Contract Review Board, Multnomah County Board of Health and in other capacities. Board clerks insure that meetings and notices follow proper parliamentary procedures and comply with Board Rules, Oregon Public Meetings Law, the Secretary of State requirements, and other statutory requirements.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$176,905	\$0	\$207,195	\$0
Contracts	\$30,000	\$0	\$5,000	\$0
Materials & Supplies	\$186,729	\$0	\$224,116	\$0
Internal Services	\$353,636	\$0	\$427,023	\$0
Total GF/non-GF:	<b>\$747,270</b>	<b>\$0</b>	<b>\$863,334</b>	<b>\$0</b>
Program Total:	<b>\$747,270</b>		<b>\$863,334</b>	
Program FTE	2.00	0.00	2.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

This is a General Fund program.

## Significant Program Changes

**Last year this program was:** #10017, Office of the Board

The most significant change has been conversion to electronic board packets. With the aid of iPads and the addition of Granicus software, the Board was able to significantly reduce its dependency on paper board packets. The Board, staff, and public, can review the Board's present meeting information or former agendas, packets, and minutes, resolutions, proclamations, ordinances, etc. Online access plus storage of videos, board packets, minutes and other related documents has made the preservation of the Board's record more transparent, accessible and research of same is more efficient.

Additionally, the Chair's Executive Budget adds \$20,000 to pay for closed captioning of Board meetings.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Michael Crank

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer accounts for Facilities charges for the State Courts and for the Tax Supervising & Conservation Commission. It also accounts for debt service on the new East County Courthouse, for pass-through payments to the Multnomah Law Library, and for maintaining the never-opened Wapato Jail. These are all state-mandated payments.

### Program Description

ORS 1.185 requires that counties provide court space for the operation of the state circuit courts. Multnomah County operates courts at the downtown Courthouse, the Multnomah County Justice Center, the Donald E. Long Juvenile Justice Center, and at the new East County Courthouse, scheduled to open in FY 2013. County-provided courtroom space is a key resource in the County's criminal justice system. Multnomah County courts' central locations allow easy access to the court system, provide visibility to the community of the public safety system at work, and allow the justice system to hold offenders accountable.

The County's Facilities Division is responsible for operating and maintaining County courtrooms, and for maintaining the Wapato Jail facility. The Facilities Division provides services ranging from planning , construction, and building operations and maintenance to cleaning the buildings and maintaining the grounds for courtrooms located in Multnomah County's owned and leased facilities. Facilities maintains the grounds, interior, and exterior of the Wapato Jail, and incurs costs for this maintenance and for utilities in order to minimize deterioration of the building.

The 2011 Legislature passed several bills that changed the way court fees are allocated among local programs. One local program, the Multnomah Law Library, is a recipient of a new allocation of fees through Multnomah County to the Law Library. FY 2013 is the second year of this new pass-through payment of about \$993,000 annually.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	All customer service requests are begun within 10 days of receipt.	0.0%	95.0%	95.0%	95.0%
Outcome	Customer service satisfaction rating	0.0%	90.0%	90.0%	90.0%

### Performance Measure - Description

These performance measures are the same as those used for the County's other building operations. Facilities customers are emailed a link for a Zoomerang customer service satisfaction survey. Replies and results are reviewed and used for continuous quality improvement.

## Legal/Contractual Obligation

ORS 1.185 reads: "County to provide courtrooms, offices and jury rooms.

(1) The county in which a circuit court is located or holds court shall:

(a) Provide suitable and sufficient courtrooms, offices and jury rooms for the court, the judges, other officers and employees of the court and juries in attendance upon the court, and provide maintenance and utilities for those courtrooms, offices and jury rooms.

(b) Pay expenses of the court in the county other than those expenses required by law to be paid by the state.

(2) Except as provided in subsection (1) of this section, all supplies, materials, equipment and other property necessary for the operation of the circuit courts shall be provided by the state under ORS 1.187. [Formerly 1.165]

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$0	\$995,000	\$0
Materials & Supplies	\$161,303	\$0	\$237,104	\$0
Internal Services	\$4,416,043	\$0	\$4,077,676	\$712,888
Total GF/non-GF:	<b>\$4,577,346</b>	<b>\$0</b>	<b>\$5,309,780</b>	<b>\$712,888</b>
Program Total:	<b>\$4,577,346</b>		<b>\$6,022,668</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$0	\$995,000	\$0
Other / Miscellaneous	\$320,800	\$0	\$320,800	\$0
Total Revenue:	<b>\$320,800</b>	<b>\$0</b>	<b>\$1,315,800</b>	<b>\$0</b>

## Explanation of Revenues

Operating courtrooms is a General Fund obligation of the County. The Multnomah Law Library pass-through payment is fully supported by state-mandated court filing fees.

Debt service on the East County Courts is offset by a rebated received under the Build America Bonds program. Debt service costs are \$321,000 per year (net) from FY 2012 through FY 2020, and will be \$1.7 million per year from 2020 through 2030.

\$712,888 is funded with State Video Lottery funds.

## Significant Program Changes

Last year this program was: #10018, General Fund Facilities Charges

**Lead Agency:** Nondepartmental - All

**Program Contact:** Mike Jaspin

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer distributes revenues received from property taxes associated with railroad cars to local school districts. This is a statutory responsibility of Oregon counties (ORS 308.505 to ORS 308.665) and these revenues are dedicated to a County School Fund.

Formerly, revenues dedicated to the County School Fund included revenues received from the sale of timber cut on federal forest land. Federal legislation governing these payments has sunset as of FY 2012.

### Program Description

Since 1908, all counties in Oregon had received payments from the US government from revenue generated by the sale of timber cut on federal forest lands. State law specified how the revenue was to be allocated.

The federal law authorizing federal timber payments to counties, PL 106-393, sunset as of September 30, 2006. It was reauthorized by Congress for one year in 2007, and was renewed in 2008 for a four-year period, during which time the amount received declined each year. FY 2012 was the last year in this 4-year extension.

The County School Fund also receives a portion of the ad valorem tax that is assessed on the value of rail cars as outlined by state statute.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

### Performance Measure - Description

The County School Fund provides a very small amount of the total revenue available to schools in Multnomah County. Arguably, this amount is not large enough to contribute meaningfully toward student academic achievement.

### Legal/Contractual Obligation

ORS 328.005-035 outlines the requirement to establish a County School Fund. The apportionment of revenue from the sale of timber on federal forest lands is described in ORS 294.060, which states: "...moneys received by each county...shall be divided 75 percent to the Road Fund and 25percent to the school fund of the County."

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$187,100	\$0	\$23,800
Total GF/non-GF:	<b>\$0</b>	<b>\$187,100</b>	<b>\$0</b>	<b>\$23,800</b>
Program Total:	<b>\$187,100</b>		<b>\$23,800</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$20,000	\$0	\$20,000
Taxes	\$0	\$166,000	\$0	\$0
Other / Miscellaneous	\$0	\$1,100	\$0	\$3,800
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$187,100</b>	<b>\$0</b>	<b>\$23,800</b>

### Explanation of Revenues

The County School Fund is credited with 25% of the revenue received from teh statewide assessment of railroad cars apportioned to each County. Revenues have averaged \$15,000-\$20,000 over the past several years.

### Significant Program Changes

✔ **Significantly Changed**

**Last year this program was:** #10020, County School Fund  
Timber payments have ended.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Mike Jaspin

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer accounts for Business Income Tax (BIT) collected on behalf of and passed through to the east county cities of Gresham, Troutdale, Fairview, and Wood Village. These payments are prescribed in an intergovernmental agreement (IGA) that shares revenue from the BIT. Under the terms of this agreement, the four cities share 25% of the first 0.6% of BIT collections. This offer also includes the County's obligation to share Community Service Fee revenues generated through the Strategic Investment Program (SIP) with the City of Gresham.

### Program Description

The BIT is imposed on the net income derived from business activity within Multnomah County. The BIT was originally set at a rate of 0.6% of net income. In 1985, the tax was increased to 0.95%. In 1987, the tax was further increased to 1.46%. In 1993 the rate was reduced to 1.45% due to the consolidation of collections with the City of Portland's Business License Fee (BLF). The County entered into a tax sharing agreement with the four east county cities, in part to acknowledge the value of business income derived from those cities. The County acts as a fiduciary agent for the four east county cities. The County entered into a SIP agreement with Microchip Technologies, Inc., in FY 2004. Under terms of that agreement, the company agrees to pay 25% of property tax abated in the form of a Community Service Fee. State statutes direct that the County share that revenue with the City in which the company receiving the SIP exemption is located.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

### Performance Measure - Description



### Legal/Contractual Obligation

The program is mandated under terms of the IGAs with Gresham, Troutdale, Fairview, and Wood Village. The county is obligated to transfer 25% of the revenue associated with the first 0.6% BIT increment. The SIP contract specifies that Gresham receives 47% of revenue derived from the Community Service Fee.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$5,203,262	\$0	\$5,704,079	\$0
Total GF/non-GF:	<b>\$5,203,262</b>	<b>\$0</b>	<b>\$5,704,079</b>	<b>\$0</b>
Program Total:	<b>\$5,203,262</b>		<b>\$5,704,079</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Taxes	\$511,256	\$0	\$357,334	\$0
<b>Total Revenue:</b>	<b>\$511,256</b>	<b>\$0</b>	<b>\$357,334</b>	<b>\$0</b>

### Explanation of Revenues

The BIT pass-through is 25% of the first 0.6% of BIT collections.

Community Service Fee is 25% of the taxes abated under the Strategic Investment Program.

### Significant Program Changes

**Last year this program was:** #10021, Pass-Thru Payments to East County Cities

**Lead Agency:** Nondepartmental - All

**Program Contact:** Mark Campbell

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer budgets the revenue and expenditures associated with the County's commitment to fund the Oregon Convention Center and the Visitor's Development Initiative. This program operates under intergovernmental agreements (IGAs) between Multnomah County, the City of Portland, and METRO. The program accounts for proceeds of the Transient Lodging Tax and Motor Vehicle Rental Tax that are passed through to METRO for operation of the Oregon Convention Center and other tourism related entities.

### Program Description

This program accounts for a portion of taxes collected from area hotels, motels, and vehicle rental agencies. The Transient Lodging Tax has supported the Oregon Convention Center since 1986. The tax is set at 11.5% on all hotel and motel room rentals in Multnomah County. Cities retain 5% of the tax generated within their boundaries. Another one percent supports regional tourism promotion. The remaining 5.5% supports programs associated with the Oregon Convention Center, the Regional Arts & Culture Council (RACC), and the Visitors Development Board. The Motor Vehicle Rental Tax was increased by the Board of County Commissioners in April, 2000. This 2.5% increment is entirely dedicated to support of the activities noted above.

This program supports the Oregon Convention Center which hosts programs, conferences, and events that bring visitors and business groups to Portland. The tourism and travel industry is among the leading private sector employers in Oregon. Large conventions generate significant activity for local hotels, restaurants, and retail establishments. Travel Portland has estimated that a typical out-of-town convention delegate will spend between \$600-\$700 during a three-day stay in the region. A report prepared in 2011 by Crossroads Consulting Services documents the dollar impact of the visitors facilities managed by METRO. The report estimates the economic impact at just less than \$682 million per year.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	\$ (In Millions) Impact of Convention Center Visitors to County Economy	400	425	425	450
Outcome	# of Employees in Travel/Tourism Industry (Est.)	4,350	4,760	4,500	4,650

### Performance Measure - Description

New measure added in last year's budget provides an estimate of the number of people employed in the travel/tourism industry. Multnomah County accounts for 2/3rds of tourism related activity. Travel/tourism accounts for approximately 10% of metropolitan area employment.

### Legal/Contractual Obligation

This program is mandated by IGAs that dictate how the revenues received in the Special Excise Tax Fund are allocated. There is no discretion in allocating the revenue - all receipts are turned over per County Code and pursuant to terms specified in the IGAs.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$20,055,250	\$0	\$23,689,500
Total GF/non-GF:	<b>\$0</b>	<b>\$20,055,250</b>	<b>\$0</b>	<b>\$23,689,500</b>
Program Total:	<b>\$20,055,250</b>		<b>\$23,689,500</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Taxes	\$0	\$19,700,000	\$0	\$23,360,000
Other / Miscellaneous	\$0	\$355,250	\$0	\$329,500
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$20,055,250</b>	<b>\$0</b>	<b>\$23,689,500</b>

### Explanation of Revenues

The transient Lodging Tax was originally established in 1972. A supplemental Countywide tax of 3% was adopted in February 1986 and is dedicated primarily to operations of the Oregon Convention Center. The County adopted an additional tax of 2.5% that is dedicated to the Visitor's Development Initiative.

The Motor Vehicle Rental Tax was originally established in 1976. The tax was increased to 12.5% in April 2000, with the additional 2.5% dedicated to the Visitor's Development Initiative.

### Significant Program Changes

Last year this program was: #10022, Convention Center Fund

**Lead Agency:** Nondepartmental - All

**Program Contact:** Mark Campbell

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer accounts for principal and interest payments on various full faith and credit obligation bonds, capital leases, and intergovernmental agreements that were entered into to finance various capital improvements or capital acquisitions.

### Program Description

Multnomah County is currently making payments on the following obligations:

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  
 Series 2010B (\$15 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, among others, 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. The facilities and equipment purchased with these bond issues support many of the County programs.

Careful management of debt obligations contributes to sound financial management practices. Debt payments are recovered from departments who benefit from specific projects.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Moody's Rating of Aa3 or Better	1	1	1	1
Outcome	Debt Service Payments Made as Scheduled	1	1	1	1

### Performance Measure - Description

Maintaining an investment grade bond rating limits the amount the County might otherwise have to pay towards annual debt service.

(1)-indicates Moody's Aa2 or Aa3 rating, (0)-represents a rating lower than Aa2 or Aa3.

All principal and interest payments are made on time in order to maintain an investment grade rating on the bond issue. Multnomah County has never defaulted on a debt payment.

### 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
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$20,000	\$0	\$4,000
Debt Service	\$0	\$21,923,822	\$0	\$18,330,905
Unappropriated & Contingency	\$0	\$8,525,413	\$0	\$4,397,204
Total GF/non-GF:	<b>\$0</b>	<b>\$30,469,235</b>	<b>\$0</b>	<b>\$22,732,109</b>
Program Total:	<b>\$30,469,235</b>		<b>\$22,732,109</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$18,292,399	\$0	\$14,733,542
Intergovernmental	\$0	\$150,000	\$0	\$0
Other / Miscellaneous	\$0	\$12,026,836	\$0	\$7,998,567
Total Revenue:	<b>\$0</b>	<b>\$30,469,235</b>	<b>\$0</b>	<b>\$22,732,109</b>

### Explanation of Revenues

Debt service payments are collected from departments in their facilities charges and passed through to the Capital Lease Retirement Fund.

### Significant Program Changes

Last year this program was: #10023, Capital Debt Retirement Fund

**Lead Agency:** Nondepartmental - All

**Program Contact:** Mark Campbell

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The GO Bond Sinking Fund program accounts for the payment of General Obligation Bond principal and interest approved by the voters in May 1993 and May 1996. The 1993 GO Bond (issued in February 1994) to restore the historic Central Library and build the Midland Library. The 1996 GO Bond was issued in October, 1996 to remodel, construct, or purchase various Library and Public Safety facilities and equipment. Revenue to pay the debt is derived from property taxes and interest earned on the cash balances.

### Program Description

Multnomah County's General Obligation debt was refinanced in FY 2010 to take advantage of historically low interest rates. The 1994 and 1996 debt issues were rolled into one debt payment with the Series 2010 Refunding General Obligation Bonds. The savings to taxpayers as a result of this refinancing is estimated at \$5.2 million.

Bond payments are made on time to maintain an investment grade rating on the bond issue. The careful management of debt has been noted as a key component in the County's most recent rating reviews.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Moody's Rating of Aa1 or Better	1	1	1	1
Outcome		0	0	0	0

### Performance Measure - Description

Maintaining an investment grade bond rating limits the amount the County might otherwise have to pay towards annual debt service. Moody's recently upgraded the rating on the County's General Obligation debt to Aaa. This is the highest rating assigned to municipal debt issues.

(1)-indicates Moody's Aa1 rating, (0)-represents rating lower than Aa1.

### Legal/Contractual Obligation

Principal and interest on the voter approved General Obligation Bonds are a binding debt that the County must pay. The property tax levy used to pay the debt is outside of the property tax constitution limits imposed by State Ballot Measure #5 approved in 1990 and State Ballot Measure #50 approved in 1997. Multnomah County has never defaulted on any debt issues.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Debt Service	\$0	\$8,469,675	\$0	\$8,162,550
Unappropriated & Contingency	\$0	\$7,920,213	\$0	\$7,827,200
Total GF/non-GF:	<b>\$0</b>	<b>\$16,389,888</b>	<b>\$0</b>	<b>\$15,989,750</b>
Program Total:	<b>\$16,389,888</b>		<b>\$15,989,750</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Taxes	\$0	\$8,735,000	\$0	\$8,000,000
Other / Miscellaneous	\$0	\$7,654,888	\$0	\$7,989,750
Total Revenue:	<b>\$0</b>	<b>\$16,389,888</b>	<b>\$0</b>	<b>\$15,989,750</b>

### Explanation of Revenues

Revenue to pay the debt is derived from property taxes and interest earned on the cash balances.

### Significant Program Changes

Last year this program was: #10024, GO Bond Sinking Fund

**Lead Agency:** Nondepartmental - All

**Program Contact:** Mark Campbell

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The PERS Pension Obligation Bond Sinking Program accounts for principal and interest payments on pension obligation revenue bonds issued December 1, 1999 in the amount of \$184,548,160 to retire the County's PERS unfunded actuarial accrued liability. Revenues that support debt payments are derived from charge backs to departments based on their departmental personnel cost.

### Program Description

The County passed Resolution No. 99-218 on November 4, 1999, authorizing the issuance of up to \$200,000,000 of bonds to finance the estimated unfunded accrued actuarial liability of the County to the Oregon Public Employees Retirement System. Senate Bill 198-B, effective October 23, 1999, authorized the County to pledge taxes that the County may levy within the limitations of sections 11 and 11b, Article XI of the Oregon Constitution not subject to annual appropriation. On December 1, 1999 the County issued \$184,548,160 in Pension Obligation Bonds to fund its PERS unfunded liability.

Multnomah County took a leadership role in PERS reform and was the second jurisdiction in the state to issue Pension Obligation Bonds. As a result of issuing Pension Obligation Bonds the County will save an estimated \$35 million (present value) in pension costs. This is based on forecast rates that PERS would have had to charge if the County's liability had remained on a pay-as-you-go basis.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Moody's Rating of Aa2 or Better	1	1	1	1
Outcome		0	0	0	0

### Performance Measure - Description

Maintaining an investment grade bond rating limits the amount the County might otherwise have to pay towards annual debt service.

(1)-indicates Moody's Aa2 rating, (0)-represents rating lower than Aa2.



### Legal/Contractual Obligation

Principal and interest on the PERS Pension Obligation Bond are a binding debt obligation. The County passed Resolution No. 99-218 on November 4, 1999, authorizing the issuance of up to \$200,000,000 of bonds as authorized by state statute.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$50,000	\$0	\$50,000
Debt Service	\$0	\$16,098,430	\$0	\$17,041,600
Unappropriated & Contingency	\$0	\$56,176,570	\$0	\$58,335,900
Total GF/non-GF:	<b>\$0</b>	<b>\$72,325,000</b>	<b>\$0</b>	<b>\$75,427,500</b>
Program Total:	<b>\$72,325,000</b>		<b>\$75,427,500</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$16,500,000	\$0	\$18,000,000
Other / Miscellaneous	\$0	\$55,825,000	\$0	\$57,427,500
Total Revenue:	<b>\$0</b>	<b>\$72,325,000</b>	<b>\$0</b>	<b>\$75,427,500</b>

### Explanation of Revenues

Interest earnings on the fund balance and service charges assessed to departments as a percentage of payroll. In FY 2013, departments will pay 6.5% of payroll costs toward the retirement of the Pension Obligation Bonds. This is forecast to remain constant as the goal of this program is to use accumulated fund balance to offset anticipated increases in PERS rates.

### Significant Program Changes

Last year this program was: #10025, PERS Pension Bond Fund

**Lead Agency:** Nondepartmental - All

**Program Contact:** HOUGHTON David B

**Program Offer Type:** Existing Operating

**Related Programs:** 10029

**Program Characteristics:** Climate Action Plan

### Executive Summary

Emergency Management coordinates disaster preparedness activity in Multnomah County. This includes planning, training and exercises with County staff and departments as well as with cities, special districts, non-governmental organizations and county residents.

In an emergency, Emergency Management functions as the state-mandated conduit for obtaining state and federal resources to support local emergency response for the County, cities and districts. Emergency Management facilitates emergency and disaster declarations. After a disaster, Emergency Management coordinates with state and federal agencies that provide financial assistance.

### Program Description

This is the core Office of Emergency Management (MCEM) Program offer. Program focus includes: 1) County departmental preparedness; 2) Intergovernmental/interagency preparedness; and 3) Community preparedness and resilience. The program receives strategic and policy guidance from senior representatives of County departments with emergency response or support functions. MCEM also receives input from local jurisdictions, districts and agencies engaged in emergency planning. MCEM understands that a resilient community can potentially reduce the burden on emergency responders in a severe emergency. MCEM works with non-governmental organizations, religious organizations, volunteer groups and businesses to encourage disaster resilience and create a coordinated response to disasters.

MCEM contributes to the Climate Action Plan Objectives 17-1 to assess climate-related vulnerabilities, strengths and resiliency; and 17-5 to collaborate with Metro and state agencies to update hazard mapping and inventories.

During an emergency MCEM activates and manages the County Emergency Coordination Center (ECC) which is staffed by employees from various County departments to provide a single location where strategic direction, response coordination and resource support for incident response is carried out.

Overall program activity is guided by the Emergency Management Performance Grant plan, which includes staff training plans, a rigorous disaster exercise schedule, disaster plan management and coordination with volunteer, state and federal partners.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Annual exercise performance objectives successfully tested.	100.0%	100.0%	100.0%	100.0%
Outcome	Oregon Emergency Management requirements met for annual performance grant.	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

**Output:** Annual exercise of Emergency Coordination Center and evaluation of performance of established objectives in an After Action Report (AAR). Exercises are expected to reveal plan or functional capabilities deficiencies and lead to focused improvements. Actual emergency activation may substitute for an exercise and a post-event AAR is submitted to Oregon Emergency Management.

**Outcome:** This measurement covers required activities in 5 project areas for a competent emergency management program. This year, EMPG grant performance projects align with the County fiscal year.

### Legal/Contractual Obligation

ORS 401.305 requires that the County establish an emergency management agency which shall be directly responsible to the executive officer or governing body of the County. Required functions include coordination of planning activities necessary to prepare a current emergency operations plan and management of an emergency operating facility.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$322,275	\$274,499	\$333,033	\$252,382
Contracts	\$38,950	\$918,928	\$20,000	\$703,939
Materials & Supplies	\$50,880	\$130,346	\$61,505	\$79,127
Internal Services	\$263,185	\$4,157	\$300,805	\$0
Total GF/non-GF:	<b>\$675,290</b>	<b>\$1,327,930</b>	<b>\$715,343</b>	<b>\$1,035,448</b>
Program Total:	<b>\$2,003,220</b>		<b>\$1,750,791</b>	
Program FTE	2.50	2.50	2.50	2.50
<b>Program Revenues</b>				
Intergovernmental	\$0	\$995,853	\$0	\$1,035,448
Other / Miscellaneous	\$0	\$332,077	\$0	\$0
Total Revenue:	<b>\$0</b>	<b>\$1,327,930</b>	<b>\$0</b>	<b>\$1,035,448</b>

### Explanation of Revenues

Emergency Management Performance Grant (EMPG) is projected to provide 50% match to all eligible expenses in this offer, up to the projected EMPG revenue total.

### Significant Program Changes

Last year this program was: #10028, Office of Emergency Management

**Lead Agency:** Nondepartmental - All

**Program Contact:** Joe Partridge

**Program Offer Type:** Existing Operating

**Related Programs:** 10028

**Program Characteristics:**

### Executive Summary

This offer is built on Emergency Management program offer 10028. Multnomah County maintains active engagement in the Department of Homeland Security Portland Urban Area Security Initiative (UASI) region emergency policy, planning and preparedness efforts. UASI provides funds to jurisdictions and agencies within the region for regional planning staff, equipment, training and planning.

Significant changes are underway for the UASI program in general, however these changes will not effect the budget of this program or the staffing pattern in FY13.

### Program Description

The UASI region includes Clackamas, Columbia, Washington, Multnomah and Clark (WA) counties, and the City of Portland as the administrative agency. UASI grant funds are used regionally for a wide range of preparedness and response capacities in areas such as transportation, law enforcement, IT security and citizen preparedness to support the region's homeland security strategy. The County's Emergency Management Director sits on the Regional Disaster Preparedness (RDPO) Steering Committee which develops strategies which include use of the UASI grant.

This offer reflects MCEM's staffing positions for UASI support to the following inter-jurisdictional working groups/Committees: Maritime and Civil Aviation, RDPO Steering Committee, RDPO Program Committee, Public Health and Medical Working Group, Resource Management Committee and Regional Training Committee.

Projects include Regional Logistics Support Team, Regional Resource Inventory and Typing Project, and development of a regional GIS integration proposal.

Public Health/Medical Working Group-related activities include City Readiness Initiative exercise support, EMTrack (electronic patient tracking) Project Implementation Team, Northwest Renal Emergency Preparedness Coalition.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Project expenditures and reports within administrative requirements.	0.0%	100.0%	100.0%	100.0%
Outcome	Assigned planning processes/products are on time or ahead of schedule.	100.0%	100.0%	100.0%	100.0%

### Performance Measure - Description

**Output:** UASI Regional Staff are responsible to monitor and report expenditures and project progress through project completion. Reports are submitted at least quarterly.

**Outcome:** Planning projects assigned to staff funded by UASI will change in focus and number over time, based on priorities identified by the RDPO Steering and Program Committees. This measure is based on planning staff reports to the UASI Program Committee. Planning periods will overlap the budget year.

**Legal/Contractual Obligation**

Intergovernmental Agreement with City of Portland, which administers the UASI grant.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2012	2012	2013	2013
<b>Program Expenses</b>				
Personnel	\$0	\$503,750	\$0	\$218,750
Contracts	\$0	\$0	\$0	\$307,222
Total GF/non-GF:	<b>\$0</b>	<b>\$503,750</b>	<b>\$0</b>	<b>\$525,972</b>
Program Total:	<b>\$503,750</b>		<b>\$525,972</b>	
Program FTE	0.00	2.00	0.00	2.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$503,750	\$0	\$525,972
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$503,750</b>	<b>\$0</b>	<b>\$525,972</b>

**Explanation of Revenues**

Department of Homeland Security Urban Area Security Initiative (UASI) regional funding to Multnomah County through Intergovernmental Agreements with the City of Portland. These funds are expected to continue at least through FY 13.

**Significant Program Changes**

**Last year this program was:** #10029, Office of Emergency Management-UASI Regional Preparedness

**Lead Agency:** Nondepartmental - All

**Program Contact:** Nancy Bennett

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Office of Government Relations represents the Board of Commissioners and county departments before the United States Congress, the Oregon Legislature and local governing bodies to advance Multnomah County's annual legislative agenda. This function is vital in protecting and advancing the interests of Multnomah County.

### Program Description

The Office of Government Relations is managed by two Co-Directors of Government Relations. They are responsible for managing the federal and state legislative agenda set by the Board of Commissioners. The Co-Directors serve as state lobbyists for the county, manage budget and compliance issues, manage the county's federal government relations contract, represent the county with coalitions and at stakeholder meetings, lead county government relations meetings, and provide regular updates to the Board of Commissioners. The office also includes a Policy Manager who is responsible for tracking state and federal legislation and providing policy analysis on key issues.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Develop and pass comprehensive state and federal legislative agenda	0	0	0	0
Outcome	Produce an annual report on state and federal legislative outcomes.	0	0	0	0
Output	Support legislation that protects local authority.	0	0	0	0
Output	Support and pass government transformation initiatives	0	0	0	0

### Performance Measure - Description

The Office of Government Relations will focus on the following performance measures: 1) produce a comprehensive state and federal legislative agenda that is consistent with the county's budget and policy priorities and produce an annual report on state and federal legislative outcomes; 2) Support state and federal legislation that protects local authority; and 3) Support and pass government transformation initiatives while ensuring local interests are protected.

### Legal/Contractual Obligation

All government relations activities shall be consistent with federal laws and poicies, State of Oregon statutes, the Multnomah County Home Rule Charter and Multnomah County Laws.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$388,619	\$0	\$492,718	\$0
Contracts	\$100,000	\$0	\$100,000	\$0
Materials & Supplies	\$11,579	\$0	\$18,635	\$0
Internal Services	\$22,148	\$0	\$28,076	\$0
Total GF/non-GF:	<b>\$522,346</b>	<b>\$0</b>	<b>\$639,429</b>	<b>\$0</b>
Program Total:	<b>\$522,346</b>		<b>\$639,429</b>	
Program FTE	3.00	0.00	4.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

This program is funded by County General Fund.

### Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #10030, Government Relations Office

The Chair's executive budget includes \$70,000 and 1.0 FTE for County-wide grants coordination.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Julie Neburka

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Oregon Historical Society (OHS) is a private not-for-profit entity founded in 1898. Since 1899, it has received appropriations from (1) state government (except 2002-6) in recognition of its operation of the state history museum and a large Oregon history research library; and (2) Multnomah County (\$335k per year, 1999-2003) as a participant in the county library levy. Passage of special purpose levy 26-118 in November 2010 provides for levy support at the rate of \$0.05 per thousand of assessed value. Four east county historical societies (Fairview-Rockwood-Wilkes, Gresham, Troutdale, and Crown Point Country) will together receive \$150,000 per year from the levy proceeds. The levy allocates the balance, estimated at \$1,795,151 in FY 2012, to the Oregon Historical Society for purposes described below.

### Program Description

OHS operates the state history museum, the Davies Family Research Library (Oregon and Oregon Territory), and educational programs for adults and school groups. After nearly a decade of cuts in appropriations, programs, and service hours, the levy funding will provide basic operational support, as well as funding to underwrite improved hours of service in the library, free admission to residents of Multnomah County and all school groups, improved collections development and care, and new and exciting public programming. OHS is committed to serving the diverse communities of the region and the state, and reflects that commitment in its programs and collections.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Multnomah County citizens admitted free of charge	0	10,000	10,000	10,000
Outcome	Improved library hours per week	0	32	32	32
Output	Increased number of public programs	0	28	28	35
Quality	Care of Collections through additional curator/registrar	0	1	1	1

### Performance Measure - Description

In addition to providing basic operational support, the levy increases OHS's public services. By adding library staff, OHS extended library hours to 32 per week (Tuesday-Saturday). Free admission has lead to serving a larger audience in both the museum and library. OHS added a dedicated position for development and has a position now dedicated to managing public programs, which has increased the number of programs offered to the public both at OHS's location and elsewhere. Levy funding will also support additional museum staffing, which will help in collections care, developing the collections to address future needs, and create changing exhibits from the Society's own holdings. Levy funding also enabled OHS to offer free admission to all Oregon school groups.



### Legal/Contractual Obligation

Measure 26-118 provides the Oregon Historical Society with a five-year property tax levy at the rate of \$0.05 per thousand dollars of assessed value. Four east county historical societies (Fairview-Rockwood-Wilkes, Gresham, Troutdale, and Crown Point Country) will together receive \$150,000 per year from the levy proceeds.

FY 2013 is the second year of the five-year local option levy.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$1,945,151	\$0	\$1,837,418
Total GF/non-GF:	<b>\$0</b>	<b>\$1,945,151</b>	<b>\$0</b>	<b>\$1,837,418</b>
Program Total:	<b>\$1,945,151</b>		<b>\$1,837,418</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Taxes	\$0	\$1,945,151	\$0	\$1,837,418
Total Revenue:	<b>\$0</b>	<b>\$1,945,151</b>	<b>\$0</b>	<b>\$1,837,418</b>

### Explanation of Revenues

This is a dedicated local option property tax levy collected by Multnomah County on behalf of the Oregon Historical Society (OHS). OHS receives no other County funding.

### Significant Program Changes

**Last year this program was:** #10031, OHS Local Option Levy  
FY 2013 is the second year of the levy.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Julie Neburka

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Regional Arts & Culture Council (RACC) provides contract services to Multnomah County and its residents. Formerly a county bureau (the Metropolitan Arts Commission), RACC is now an independent 501(c)(3) organization that leverages significant support from other regional government partners and private donors before re-investing the County's allocation in programs and services that are creating vibrant neighborhoods, enhancing our children's education, and fueling a creative economy with measurable economic benefits. This request reflects RACC's inflationary increase of 2.5% and honors the County's directive to apply a 1.5% reduction over last year.

### Program Description

RACC plays a vital role in the county's economic and community development efforts. Specifically, RACC provides services in five key areas: (1) Through Advocacy, RACC helps build support and resource for arts and culture. (2) RACC Grants provide artists and arts organizations with the base financial support they need to continue serving our community. (3) RACC's nationally acclaimed Public Art program, including the Multnomah County 2% for Art Ordinance, integrates a wide range of art into public spaces. (4) RACC provides other Community Services including workshops for artists, consulting for arts organizations, and a variety of printed and electronic resources; and (5) RACC is developing comprehensive Arts Education solutions for our community.

Arts and culture activities add measurable value to our region's economy and to our quality of life. Artists and arts organizations bring residents together for shared cultural experiences that stimulate creativity which in turn supports more innovative businesses and a richer educational experience for our children. A vibrant arts community serves as a magnet for young creatives, and Multnomah County's investment in the arts contributes to the competitive advantage we have over other regions in the country that are all competing to attract sustainable businesses and a creative, well-educated workforce. Multnomah County is home to a vast majority of the region's artists and arts and culture organizations, which together generate more than \$318 million for the local economy each year.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Multnomah County dollars invested in arts & culture	161,060	160,206	160,206	161,748
Outcome	Dollars leveraged by RACC from other public & private partners	6,697,941	7,500,000	7,500,000	7,500,000
Output	Multnomah County children directly served.	5,614	5,609	5,609	5,909
Outcome	Donor dollars contributed through Work for Art	675,000	825,000	825,000	900,000

### Performance Measure - Description

County dollars help RACC develop strategic partnerships that build more support from the public and private sector. For example, the County supports Work for Art by contributing \$10,000 to our matching challenge fund, and as a result RACC raised more than \$479,557 through workplace giving and other contributions from the private sector last year – money that gets re-invested in a wide variety of arts organizations in our community.

**Legal/Contractual Obligation**

None.

**Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$160,206	\$0	\$161,748	\$0
Total GF/non-GF:	<b>\$160,206</b>	<b>\$0</b>	<b>\$161,748</b>	<b>\$0</b>
Program Total:	<b>\$160,206</b>		<b>\$161,748</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

This is a General Fund program.

**Significant Program Changes**

**Last year this program was:** #10032, Regional Arts & Culture Council

In FY12, support from the County is being combined with City of Portland funds, Work for Art proceeds, and other sources to fund more than \$2.4 million in grants to 121 Multnomah County artists and 131 Multnomah County nonprofit organizations. In FY13, RACC expects to award a similar number of grants.

RACC is working to reverse the trend of declining arts education in our schools. One solution is "The Right Brain Initiative," a public/private collaboration that brings artists and teachers together to integrate arts education into the standard curriculum for every K-8 student in the region. Teacher professional development provided by Right Brain helps ensure that arts-based teaching and learning becomes part of the regular classroom with an average of 1,600 participant hours acquired annually. Multnomah County funding is a critical component of this partnership, which receives about half of its funding from foundations, businesses and individuals; public funding from school districts, cities, counties, the state and the federal government make up the other half.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Daryl Dixon

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Office of Diversity and Equity (ODE) is a hub for Multnomah County diversity and equity initiatives. The ODE mission is to hold Multnomah County accountable to ensure access, equity, and inclusion in our services, policies, practices, and procedures. ODE services include: data analysis, consulting, policy, practice, and procedure review, coordination of diversity and equity initiatives, AA/EEO compliance, Employee Resource Group coordination, educational resource library, recruitment outreach audits, public employee diversity conference and outreach support and consultation.

### Program Description

A healthy workplace with open, respectful communication has been shown to reduce turnover, absenteeism, and employee health problems and to increase job satisfaction and client/customer satisfaction. Successful Diversity, Equity and Inclusion efforts are championed from the top with the whole workforce held accountable for a culture based on healthy behavior, open communication and respect.

In FY 13 ODE continues a two year culture change strategy, the Dignity & Respect pledge campaign is the centerpiece of this work. We will continue developing of the Equity Council; an interdepartmental team that meets monthly to review policy and practices and make recommendations for change; Creating a robust informal complaint mechanism including hotline and tracking system; Educational efforts including book groups, educational videos and focus questions for county-wide discussion; ODE Website toolkits, social media, video messaging and desktop training; A baseline scorecard to measure county-wide progress using interactive data display will be published to the Commons. A county-wide equity inventory is being conducted within the FY13 budget process.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	#Monitoring Reports	10	10	2	1
Outcome	Minority Employment Vs. Labor Market	101	101	101	101
Output	# of County-Wide Policies, Plans, Quantitative, and Qualitative Reports	8	16	20	20
Output	County-Wide Diverisy and Equity Inventory/Assessment and Stragic Plans	0	1	1	1

### Performance Measure - Description

Our measures will be on the Multco-Commons and public data and records will on the public facing website or available upon request.

## Legal/Contractual Obligation

Implement Board Resolution O. 07-072, Affirmative Action Plan 2007-2009. Maintain complaint procedures in accordance with Article 24(b) of Local 88 agreement. Carry out intent of presidential Executive Orders 11246, (as Amended) and 11478 Congressional Federal Register' Title 41 Part 60-2 Revised Order No. 4 Title VII of the Civil Rights Act of 1964, as amended by the President on March, 1972, CRF Titles 28, 29 and 43 Vietnam-era Veterans Readjustment Act of 1974 and American with Disabilities Act (Public Law 101-336); Oregon Revised Statutes ORS 659A.030; Multnomah County's Municipal Code 3.10.270' Multnomah County Personnel Rule 3-40, Discrimination and Harassment-free Workplace Multnomah County Code 9.060 Equal Employment Opportunity that prohibits discrimination in any employment action; Multnomah County Personnel Rule 3-47 Maintaining a Professional and Respectful Workplace; Multnomah County Personnel Rules-Chapter 1 General Provisions, 1-10-040, requiring affirmative action to prevent current or future discriminatory conditions and eliminate unlawful discrimination.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$547,672	\$0	\$563,998	\$0
Contracts	\$9,000	\$0	\$0	\$0
Materials & Supplies	\$17,940	\$0	\$22,458	\$0
Internal Services	\$34,149	\$0	\$46,121	\$0
Total GF/non-GF:	<b>\$608,761</b>	<b>\$0</b>	<b>\$632,577</b>	<b>\$0</b>
Program Total:	<b>\$608,761</b>		<b>\$632,577</b>	
Program FTE	5.00	0.00	5.20	0.00
<b>Program Revenues</b>				
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

This is a General Fund program.

## Significant Program Changes

**Last year this program was:** #10033, Office of Diversity & Equity

In FY 13 The Chief Diversity and Equity Officer will begin to cultivate a regional presence, bringing the ODE vision into action in the larger community. The CDEO and staff will work with regional leaders and community members to raise and sustain the visibility of equity and social justice issues and lay the foundations for long-term, permanent change.

The CDEO will: develop relationships and structures to allow him to act as a catalyst for mobilizing the community and supporting effective partnerships and actions; establish and deepen working relationships with community partners for strategic growth and leadership; assist in highlighting, recognizing, and publicizing diversity initiatives to promote county-wide and community-wide cooperation and sharing of information and practices; work with professional and community based organizations to increase opportunities for people of diverse backgrounds; and actively engage in national and international networks of diversity educators.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Kat West

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Climate Action Plan

### Executive Summary

The Office of Sustainability is the central hub for sustainability efforts (environmental protection, economic development, and social equity) within Multnomah County government. The office works directly with elected officials and county departments to ensure that county operations and services are efficient, innovative, and save taxpayer money. For the larger community, the office is a major convener and resource for sustainability initiatives by working with state and local governments, universities, and community leaders on issues that matter the most to our residents - healthy neighborhoods, a thriving economy, and enhanced quality of life. The Office of Sustainability (1) saves the county money by championing innovative and efficient operations/services/projects; (2) provides critical support to county departments in meeting the goals in the county's 35+ sustainability policies; (3) manages the county's solid waste program, and (4) convenes and partners with the community on targeted initiatives to promote a healthy, equitable, and prosperous community.

### Program Description

Multnomah County is one of the greenest and most efficient local governments in the nation. The Office of Sustainability has led this effort by providing critical direction, policy analysis, project management, and accountability to this continuing accomplishment, thus ensuring that the county saves resources and money. In addition, Sustainability champions a healthy, equitable and prosperous community by leading and partnering on projects and policies that shape and enhance the quality of life for our residents. The three program areas for FY13 are: Food Equity, Energy/Climate, and Resource Conservation.

Key efforts include: (1) implementing the goals of over thirty-five Board adopted sustainability policies, including our 2010 Multnomah Food Action Plan, 2009 Climate Action Plan and 2008 Green Building Policy; (2) managing the county's solid waste program; (3) continually identifying new and innovative strategies for operational efficiency, including the implementation of a Sustainable Jail Project; (4) working with the community on health and equity projects; and (5) partnering with regional stakeholders to implement sustainability strategies, including developing a Jobs & Food System Cluster Strategy with Clackamas County. (CAP: 1-2, 1-3, 3-3, 9-1, 10-1, 11-4, 14-1, 14-2, 15-1, 15-2, 15-3, 15-4, 15-5, 15-6, 16-1, 16-2, 16-6, 17-1, 17-2, 17-3, 17-6, 17-7, 18-1, 18-2, 18-4, 18-7, 18-8, 18-9, 18-11 + overall CAP Coordination)

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Output Dollar value of fresh, healthy produce donated to emergency food organizations	31,000	35,000	35,000	35,000
Outcome	Greenhouse gas emission reduction from county operations below 2001 levels.	19.0%	22.0%	23.0%	25.0%
Outcome	Recycling rate for County operations.	45.0%	50.0%	46.0%	50.0%
Output	Graduate 15 beginning farmers.	0	10	15	15

### Performance Measure - Description

**Output:** Dollar value of fresh, healthy produce donated to emergency food organizations from county CROPS farm and garden projects.

**Outcome:** The county's adopted climate goal is to reduce greenhouse gas emissions 80% below 1990 levels by 2050. This performance measure demonstrates county operation greenhouse gas reductions from our 2001 baseline level when the county adopted its first climate action plan and began tracking data. At current prices, the county is saving over \$1,000,000 a year in avoided energy costs.

**Outcomes:** The county's recycling goal is 75% by the end of 2012.

**Outcomes:** Sustainability and OSU Extension have partnered to offer a beginning urban farmer apprenticeship program as part of an economic development strategy.

**Legal/Contractual Obligation**

None.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$478,240	\$0	\$477,086	\$2,244
Contracts	\$32,000	\$0	\$28,000	\$30,000
Materials & Supplies	\$23,008	\$0	\$5,650	\$0
Internal Services	\$46,196	\$0	\$57,991	\$756
Total GF/non-GF:	<b>\$579,444</b>	<b>\$0</b>	<b>\$568,727</b>	<b>\$33,000</b>
Program Total:	<b>\$579,444</b>		<b>\$601,727</b>	
Program FTE	5.00	0.00	5.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$0	\$0	\$33,000
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$33,000</b>

**Explanation of Revenues**

This is a General Fund program that receives various grants and donations.

This program offer includes approximately \$10,000 in in-kind donations for the County CROPS program for FY13.

It also includes \$9-13,000 in community recycling assistance for a mandatory program from Metro.

\$33,000 in American Recovery and Reinvestment Act (ARRA) Funds from the Oregon Department of Energy to conduct a feasibility study on the development of a property assessed clean energy (PACE) commercial energy efficiency financing program.

**Significant Program Changes**
 **Significantly Changed**

**Last year this program was:** #10034, Office of Sustainability

The Chair's executive budget contains \$20,000 of one-time-only General Fund to pay for Americorps members and for a Food Summit in FY 2013.

**Lead Agency:** Nondepartmental - All

**Program Contact:** John Tydlaska

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

### Executive Summary

The Economic Development Program works with the Multnomah County Board of Commissioners 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 Description

The Economic Development Program seeks to reduce barriers for residents striving to improve their lives economically and to inspire residents to support all community members pursuing their maximum potential. The 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 also manages contracts with local micro lending institutions that increase the amount of financial and technical assistance available to small businesses, oversees and reports on Multnomah County's expenditures of State Lottery Funds, manages the County's engagement with a summer internship program for youth working in city and county government, and provides staff support to the Business Advisory Council.

The program is run by the Economic Development Director, who works with the Multnomah County Board of Commissioners, in consultation with the Business Advisory Council, to set and achieve economic development goals.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Multnomah County businesses visited.	0	0	10	30
Outcome	Businesses that receive technical or financial assistance.	0	0	0	10
Output	Compile annual report on State Lottery Fund expenditures.	0	1	1	1
Output	Create Multnomah County Economic Development Strategy.	0	0	0	1

### Performance Measure - Description

✓ **Measure Changed**

Outreach efforts to businesses ensures that the County remains informed of the needs of local businesses and provides opportunities for the County to connect them with resources that may help address those needs. This outreach and assistance is a critical component to deepening a collaborative relationship with the business community. 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.



**Legal/Contractual Obligation**

None.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$130,332	\$0	\$0	\$135,104
Contracts	\$180,000	\$0	\$0	\$29,000
Materials & Supplies	\$36,000	\$0	\$0	\$35,158
Internal Services	\$10,500	\$0	\$0	\$14,059
Total GF/non-GF:	<b>\$356,832</b>	<b>\$0</b>	<b>\$0</b>	<b>\$213,321</b>
Program Total:	<b>\$356,832</b>		<b>\$213,321</b>	
Program FTE	1.00	0.00	0.00	1.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

This program is funded by State Video Lottery Dollars.

**Significant Program Changes**

**Last year this program was:** #10035A, Economic Development  
None.

**Lead Agency:** Nondepartmental - All  
**Program Offer Type:** Innovative/New Program  
**Related Programs:**  
**Program Characteristics:** One-Time-Only Request

**Program Contact:** John Tydlaska

### Executive Summary

The Summer Youth Connect is a paid summer internship program that promotes students' interest in pursuing career pathways through exposure to meaningful work in order to prevent student dropouts. The program is part of a regional workforce development program with partners including the City of Portland, Washington County, and several private sector sponsors.

### Program Description

The Summer Youth Connect program is part of the County's broader Economic Development Program that seeks to drive countywide economic development policy, expand relationships with Multnomah County businesses and promote job creation and a competitive workforce. This program will ensure that 50 youth gain valuable summer work experience at either County or external worksites. Under the program, youth ages 16-21 from diverse backgrounds participate in internships lasting between 6-10 weeks for a total of 180 hours. In addition to the internship experience, youth will receive work-readiness training and case management. County departments participating in the program and the County staff supervising the interns will receive a program orientation, planning assistance, and ongoing program support.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of participating youth	10	25	25	50
Outcome	Dollar value of funding and services leveraged from community partners	0	25,000	25,000	50,000
Outcome	Number of corporate partners	0	2	2	4

### Performance Measure - Description

✓ **Measure Changed**

In FY 2011, the ten interns placed with the County through the Summer Youth Connect program were funded primarily from external sources.

**Legal/Contractual Obligation**

None.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2012	2012	2013	2013
<b>Program Expenses</b>				
Contracts	\$0	\$0	\$0	\$100,000
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>
Program Total:	<b>\$0</b>		<b>\$100,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

This program is funded with State Video Lottery dollars.

**Significant Program Changes****Last year this program was:** #10035A, Economic Development

Funding for this program was included in FY 2012 program #10035A-Economic Development.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Joe Partridge

**Program Offer Type:** Existing Operating

**Related Programs:** 10034A

**Program Characteristics:** One-Time-Only Request, Climate Action Plan

### Executive Summary

This program offer supports the Multnomah County 2009 Climate Action Plan (CAP) which serves as the 40-year roadmap for the institutional and individual change needed to climate change resilient community. Because many climate adaptation planning activities are closely related to other hazard mitigation activities, Multnomah County Emergency Management (MCEM) has a critical role in coordinating climate adaptation planning across county departments. This program offer will fund the coordination of county climate adaption planning across departments.

### Program Description

This Program Offer is designed to implement actionable items in the Climate Action Plan by focusing on initiatives that intersect between traditional emergency management activities (hazard mitigation) and climate change preparedness (climate adaptation planning.)

Specifically the resource requested in this offer will:

- 1) Lead MCEM efforts to meet its obligations under Action #17-1 and #17-5 dealing with climate adaptation planning
- 2) Lead a countywide climate vulnerability assessment in conjunction with operating departments. Work with other emergency management agencies regionally to coordinate climate change adaptation efforts.
- 3) Work with county departments to identify and implement climate adaptation planning activities within those departments.
- 4) Provide a single point of contact for internal and external stakeholders who want information about climate adaptation planning and county efforts to accomplish such planning.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	# of Climate Adaptation activities accomplish with departments	0	12	6	12
Outcome	# of Climate Adaptation action plans developed with departments and stakeholder	0	6	3	6

### Performance Measure - Description

# of Climate Adaptation activities accomplish with departments: This position will work with operating departments to conduct activities related to understanding climate change and how anticipated changes will effect departmental operations.

# of Climate Adaptation action plans developed with departments and communities we serve: Development of plans that address the needs identified above.

**Legal/Contractual Obligation**

None.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$94,199	\$0	\$42,318	\$0
Total GF/non-GF:	<b>\$94,199</b>	<b>\$0</b>	<b>\$42,318</b>	<b>\$0</b>
Program Total:	<b>\$94,199</b>		<b>\$42,318</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes** **Significantly Changed****Last year this program was:** #10037, Climate Adaptation Plan Specialist

This project was funded as a One-Time-Only request in FY 2012. The position was not filled until January 2012. Work on this project is now underway but will take until the end of calendar year 2012 to complete. This program offer provides funding through December 31, 2012.

**Lead Agency:** Nondepartmental - All

**Program Contact:** HOUGHTON David B

**Program Offer Type:** Existing Operating

**Related Programs:** 10028

**Program Characteristics:** One-Time-Only Request

### Executive Summary

Continuity of Operations and Government(COOP/COG)planning is an effort within individual departments to ensure the continued performance of minimum essential functions during a wide range of disruptions. Essentially, it is the capability of maintaining the business of government under all eventualities. This offer also supports COOP orientation and training for the County's contracted human service providers.

### Program Description

COOP plans guide the County when services are disrupted by a catastrophic event as well as when services are compromised by inclement weather, utility disruptions, water leaks, or severed communication links. This is accomplished through the development of plans, comprehensive procedures, and provisions for alternate facilities, personnel, resources, communications and vital records/databases.

This offer continues COOP planning based on a completed countywide Business Impact Analysis (BIA). The BIA is being conducted on all Departments'essential functions to measure the impact of disrupted County services on public safety, health and welfare, ability to meet federal/state regulatory requirements, revenue and economic viability, and other criteria. The BIA informs COOP plan content. BIA results are critical to IT Disaster Recovery plans, Facilities Strategic Planning and County Records Emergency Action Plan(REAP).

The COOP program is closely coordinating with DCA/IT Disaster Recovery planning staff during the BIA process.

This offer will finalize COOP/COG plans once the BIA process is completed; coordinate plans across departments; identify alternate facilities/personnel and essential records/databases; finalize plan activation and maintenance agreements; and evaluate the plan in an exercise. This offer also supports COOP orientation and training for the County's contracted human service providers using the model developed for County departments.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	COOP/COG orientation completed	0.0%	100.0%	80.0%	100.0%
Outcome	COOP/COG plans current,exercised and approved.	0.0%	0.0%	0.0%	100.0%
Output	BIA work sessions completed at all departments	0.0%	0.0%	25.0%	100.0%
Output	COOP exercise developed.	0.0%	0.0%	20.0%	100.0%

### Performance Measure - Description

✓ **Measure Changed**

Performance measures are changed to reflect the refined process using Business Impact Analysis: Output: COOP/COG orientation completed for all Department leadership teams and Board staff. Outcome: All Departments and elected offices have approved current plans. Tabletop exercise completed with an After Action Report documenting needed changes. Output: All departments and elected offices complete Business Impact Analysis. Output: Homeland Security Exercise and Evaluation Program (HSSEP)-compliant exercise designed to test the COOP/COG plan.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Personnel	\$125,000	\$0	\$54,486	\$54,486
Total GF/non-GF:	<b>\$125,000</b>	<b>\$0</b>	<b>\$54,486</b>	<b>\$54,486</b>
Program Total:	<b>\$125,000</b>		<b>\$108,972</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$0	\$0	\$54,486
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$54,486</b>

**Explanation of Revenues**

This position is eligible for a 50% match from the Emergency Management Performance Grant.

**Significant Program Changes**

✓ **Significantly Changed**

**Last year this program was:** #10039, Continuity of Operations Planning

Work on the current year offer began in the 2nd Quarter, when the project manager position was filled. Assessment of the existing COOP plan identified the critical need for a standardized Business Impact Analysis (BIA) before plans could be revised, coordinated and agreements made on activation criteria, command and control and communications. This work is a significant and critical addition of work to the original project concept.

A second added component is providing COOP orientation and training to the County's human service contractors to help assure that critical contracted services are provided during a disruptive event.

**Lead Agency:** Nondepartmental - All

**Program Contact:** Joe Partridge

**Program Offer Type:** Existing Operating

**Related Programs:** 10028

**Program Characteristics:** One-Time-Only Request

### Executive Summary

This program offer will build on a regional vulnerable populations emergency planning framework to integrate the needs of populations with physical, sensory, mental health, cognitive or developmental conditions into the County's disaster planning. The project funded by this offer will tie vulnerable population needs into the County Emergency Operations Plan, and include building mapped information into Emergency Management's web-based mapping tool used for planning and response coordination.

### Program Description

A Regional Vulnerable Populations Emergency Annex was developed in 2010 to assist counties in our region in understanding the functional needs of individuals in an emergency. This document provides a framework for integrating vulnerable populations into the County's disaster planning. These individuals can be challenged by rapid onset events, isolating events, power failure or large-scale and prolonged events. Issues such as appropriate alert and notification, transportation, evacuation, shelter requirements, durable medical needs and behavioral health issues in shelter populations will be addressed by this offer.

Using the framework document and subsequent analysis based on RAND Institute and National Council on Disability reports, this offer will fund a project to build vulnerable population needs into the current County Emergency Operations Plan (EOP). The project will work with departments including Department of County Human Services and Health as well as community stakeholders to integrate departmental planning with the EOP.

Additionally the project will work with IT/GIS to facilitate the use of geo-coded information including demographics, service sites, and transportation routes into planning and response tools. Requirements for a vulnerable populations registry that would more readily integrate with alert and notification systems and 911 call/data system will be identified.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Documented planning sessions with stakeholders	0	24	12	24
Outcome	Vulnerable population County planning annexes completed.	0.0%	100.0%	50.0%	100.0%

### Performance Measure - Description

Output measure documents processes, data and agreements used to inform written planning annexes.

Outcome

EOP annexes provide guidance to Departments, agencies and emergency coordinators who are activated in a disaster situation.



**Legal/Contractual Obligation**

The Older Americans Act requires emergency/disaster preparedness planning for older adults in Multnomah County.

**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2012	2012	2013	2013
<b>Program Expenses</b>				
Personnel	\$0	\$0	\$42,318	\$0
Contracts	\$84,070	\$0	\$0	\$0
Total GF/non-GF:	<b>\$84,070</b>	<b>\$0</b>	<b>\$42,318</b>	<b>\$0</b>
Program Total:	<b>\$84,070</b>		<b>\$42,318</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues****Significant Program Changes**

✓ **Significantly Changed**

**Last year this program was:** #10041, Disaster Preparedness for Vulnerable Populations

This project was funded as a One-Time-Only request in FY 2012. The position was not filled until January 2012. Work on this project is now underway but will take until the end of calendar year 2012 to complete. This program offer provides funding through December 31, 2012.

**Lead Agency:** Nondepartmental - All  
**Program Offer Type:** Innovative/New Program  
**Related Programs:**  
**Program Characteristics:** One-Time-Only Request

**Program Contact:** Shea Marshman

### Executive Summary

The Rosewood Initiative is a non-profit organization created for the purpose of giving members of the community a means to make their neighborhood, the Rosewood area, a desirable place to live work and play. The Rosewood Initiative facilitates partnerships between residents, apartment managers and owners, businesses, churches, social services agencies, neighborhood associations, and public safety agencies to create space for the community to come together to meet their common goals.

The one-time-only funds will be used for the following:

- \$50,000 to build out the community meeting space
- \$20,000 for bridge funding for operations until grant funding and funding from the City of Portland becomes available.

### Program Description

The Rosewood neighborhood area is the 15 block area around the intersection of 162nd and Burnside. The boundaries are SE 157th – SE 165th and NE Holiday to SE Alder. It includes the city's of Gresham and Portland. The Rosewood neighborhood is home to about 5,000 people, 70-80% of whom live in apartments. Rosewood is a struggling community. Public safety is a major concern for residents and businesses. Traditional policing methods have not been effective against drugs, theft, gang violence, and human trafficking. Community members, Portland and Gresham Police Officers, and Multnomah County Probation and Parole Officers are working together to find new ways to address high crime rates, drugs, gangs, violence, human trafficking, activities and mentorship opportunities for youth, graffiti and litter and the lack of coordination and community-based problem solving.

The program is working to make stronger connections with owners, managers, and residents to help build community. Churches, neighborhood associations, social service agencies, business owners, and residents in the area are already working to build upon the assets of the community.

The programs goals are to:

- Instill a self-policing attitude in the community.
- Help the community access all available services through property improvement, policing, social service, safety enhancement, and economic development programs.
- Provide outreach services, alternative activities, and skill building for vulnerable youth.
- Create a community center/non-profit coffee shop/public safety contact office for positive, community-based activities with a full-time community developer.
- Document what works to prevent crime, improve quality of life, and increase property values.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Number of community volunteers participating in build-out	0	0	0	150
Outcome	Percent of build-out completed on schedule	0.0%	0.0%	0.0%	100.0%

### Performance Measure - Description

Community participation is essential to empowering and engaging residents and other community stakeholders. The more volunteers engaged in the build-out and efforts to support the build-out, the greater the demonstrated level of engagement.

In order to facilitate community participation, the build-out schedule has been intentionally extended to an approximate length of four months. This performance measure demonstrates the percent of build-out that is completed within the scheduled timeline.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Contracts	\$0	\$0	\$70,000	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$70,000</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$70,000</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Explanation of Revenues**

This program is funded with OTO General Funds.

**Significant Program Changes**

**Last year this program was:**

This is a new program for FY 2013.

**Lead Agency:** County Human Services

**Program Contact:** Carol Matteson

**Program Offer Type:** Existing Operating

**Related Programs:** 25055B

**Program Characteristics:**

**Executive Summary**

The funds in the county's Behavioral Health Fund, which are maintained by the county, represent the accumulation of any unspent Medicaid dollars annually and interest earned on the fund balance throughout the fiscal year. The use of these funds is restricted by the federal government. The money only can be used for those individuals who are Medicaid eligible and are in need of mental health services authorized by the county according to Center for Medicaid and Medicare Systems (CMS) definition of medical necessity.

**Program Description**

This program offer is only for budgeting and accounting purposes.

The state requires the MHO to have a minimum reserve of \$250,000. Given the mental health responsibilities in our county and the number of Verity - Oregon Health Plan (OHP) members Multnomah County is responsible for, it would not be prudent to maintain the reserve at this minimum level. Best practice would support the need to maintain a minimum reserve account balance of \$12 million dollars. This amount approximately represents 3 months of operating capital that would be needed to support a system of Multnomah County's size. This would cover any reasonable but unexpected cost increases within our system or the need to transition existing business to another entity.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

**Performance Measure - Description**

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2012	2012	2013	2013
Unappropriated & Contingency	\$0	\$15,618,202	\$0	\$13,255,558
Total GF/non-GF:	<b>\$0</b>	<b>\$15,618,202</b>	<b>\$0</b>	<b>\$13,255,558</b>
Program Total:	<b>\$15,618,202</b>		<b>\$13,255,558</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$15,618,202	\$0	\$13,255,558
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$15,618,202</b>	<b>\$0</b>	<b>\$13,255,558</b>

**Explanation of Revenues**

\$13,173,642 - Beginning Working Capital  
\$81,916 - Interest Earned

**Significant Program Changes**

**Last year this program was:** #25101, Mental Health Beginning Working Capital  
Total estimated FY 2013 Beginning Working Capital (BWC) is \$15,318,141. \$2,062,583 of FY 2013's is being utilized in Program Offer 25055B - Behavioral Health Crisis Services-Scale B.

**Lead Agency:** Overall County

**Program Contact:** Mike Jaspin

**Program Offer Type:** Revenue/Fund

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer budgets a number of 'fund level' transactions. These include transfers between funds, fund contingencies, and reserves.

### Program Description

This offer includes the following cash transfers:

General Fund to Library Fund - \$24,879,184 (includes \$10 million OTO)  
Revenue Bond Sinking Fund to General Fund - \$150,000  
General Fund to Technology Fund - \$1,500,000  
Federal/State Fund to General Fund - \$1,051,541

The offer accounts for the General Fund Contingency, which is established at \$3,373,896. The General Fund Contingency also contains \$4,163,796 for a BIT reserve set at 8% of anticipated revenues and \$1,306,020 for various Board earmarks.

The offer accounts for the 10% General Fund revenue reserve as described in the Financial and Budget Policies. The Library Fund contingency (\$8,125,266) and the Risk Fund Contingency (\$6,866,927) and unappropriated balance (\$30,000,000) are recorded here too.

Video Lottery revenues of \$5,223,488 are recorded in this offer, while expenditures are reported in departmental program offers where they are spent.

Reserve and contingency accounts reflect prudent financial management of county resources. The reserve has been established at 10% - a level that Moody's Investor Services uses as a benchmark. The goal in developing the reserve policy was to shield the county from fluctuations in revenues available to fund ongoing programs. The policy articulates the conditions under which reserves will be used and outlines a process for replenishing them should they fall below the goal. The General Fund contingency cannot be accessed unless the BCC takes affirmative action to transfer it. Conditions under which the contingency can be used are limited, in most cases, to one-time-only expenditures.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	% of Reserve Goal Met	100.0%	100.0%	100.0%	100.0%
Outcome	Moody's Bond Rating	0	0	0	0
Output	Transfers from Contingency	8	10	15	10

### Performance Measure - Description

The level of reserves is one indicator of the County's financial position. Transfers from the General Fund contingency should be limited to events that could not be foreseen when the annual budget was prepared. With few exceptions, all transfers from the contingency should follow the Board's adopted Financial & Budget policies.

Change in bond rating: (0) = no change, (1) = upgraded rating, (-1) = downgraded rating

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Cash Transfer	\$21,010,044	\$5,670,305	\$26,379,184	\$1,201,541
Unappropriated & Contingency	\$47,722,743	\$35,465,987	\$41,071,673	\$46,081,074
Total GF/non-GF:	<b>\$68,732,787</b>	<b>\$41,136,292</b>	<b>\$67,450,857</b>	<b>\$47,282,615</b>
Program Total:	<b>\$109,869,079</b>		<b>\$114,733,472</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$5,670,305	\$0	\$5,223,488
Other / Miscellaneous	\$0	\$35,465,987	\$0	\$47,480,688
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$41,136,292</b>	<b>\$0</b>	<b>\$52,704,176</b>

**Explanation of Revenues****Significant Program Changes**

**Last year this program was:** #95000, Fund Level Transactions

This offer now accounts for Video Lottery revenues. House Bill 3188 passed during the 2011 Regular Session of the 76th Oregon Legislative Assembly required the revenues to be budgeted in a separate fund. Previously, they were accounted for in offer 95001.

**Lead Agency:** Overall County

**Program Contact:** Mike Jaspin

**Program Offer Type:** Revenue/Fund

**Related Programs:**

**Program Characteristics:**

### Executive Summary

This program offer budgets the countywide, or 'corporate', revenues that make up the General Fund. The General Fund is the primary source of discretionary revenue that supports County programs across all departments and service areas.

### Program Description

In FY 2013, General Fund resources are estimated to total \$454.5 million, which includes \$54.9 million of beginning working capital. The revenues budgeted in this program offer represent approximately 83.6% of the total General Fund. The primary ongoing revenue sources are Property Tax, Business Income Tax (BIT), and the Motor Vehicle Rental Tax (MVRT). The remaining General Fund revenues are budgeted within departmental program offers.

Accurate revenue forecasting is crucial to the development of long range financial plans. It is the goal of the Budget Office to produce revenue estimates that fall within a range of (+/-) 2% of actual collections. The assumptions used to develop revenue forecasts should be clearly articulated to, and understood by, all decision makers in the budget process. The County's Financial & Budget Policies outline the forecast process.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output		0	0	0	0
Outcome		0	0	0	0

### Performance Measure - Description



**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2012	2012	2013	2013
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$0</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$6,813,270	\$0	\$6,408,561	\$0
Intergovernmental	\$9,786,707	\$0	\$4,014,476	\$0
Taxes	\$301,299,021	\$0	\$312,770,728	\$0
Other / Miscellaneous	\$53,005,853	\$0	\$56,728,702	\$0
<b>Total Revenue:</b>	<b>\$370,904,851</b>	<b>\$0</b>	<b>\$379,922,467</b>	<b>\$0</b>

**Explanation of Revenues**

There are a handful of revenues that make up the bulk of the General Fund. These include (in order of size) - Property Tax, BIT, and Motor Vehicle Rental Taxes. The property tax is the single largest revenue in the General Fund at approximately two-thirds of ongoing revenue. It is governed by state statute and its' growth is limited by two constitutional measure which have been approved by the Oregon electorate. An explanation of the limitations imposed by Measure 5 and Measure 47/50 can be found in the Summaries section of Volume 1 of the budget documents.

A more complete discussion of the forecast assumptions can be found on the Budget Office website.

**Significant Program Changes**

**Last year this program was:** #95001, General Fund Revenues

Video Lottery funds were previously budgeted in this offer. House Bill 3188 passed during the 2011 Regular Session of the 76th Oregon Legislative Assembly required the revenues to be budgeted in a separate fund. The revenues are now accounted for in a new Video Lottery Fund which appears in offer 95000.