



Program #10008 - County Attorney's Office 7/21/2015

Department: Nondepartmental **Program Contact:** Jenny Madkour
Program Offer Type: Existing Operating Program **Program Offer Stage:** As Adopted
Related Programs:
Program Characteristics:

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 Summary

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.

Performance Measures

Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer
Output	Attorney Direct Service Hours	21,135	20,000	23,000	23,000
Outcome	Percentage of attorney time dedicated to direct client services	89%	90%	91%	91%
Input	Number of tort claims received	243	160	200	200

Performance Measures Descriptions

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 and administrative tasks. A tort claim is a notice of intent to bring a lawsuit for damages against the County or its employees. Upward and downward trends in these claims indicates future workload and is used for risk management.

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
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$3,513,505	\$0	\$4,077,053
Contractual Services	\$0	\$30,000	\$0	\$25,000
Materials & Supplies	\$0	\$114,764	\$0	\$137,539
Internal Services	\$0	\$543,693	\$0	\$496,870
Total GF/non-GF	\$0	\$4,201,962	\$0	\$4,736,462
Program Total:	\$4,201,962		\$4,736,462	
Program FTE	0.00	22.80	0.00	24.80

Program Revenues				
Other / Miscellaneous	\$0	\$4,201,962	\$0	\$4,736,462
Total Revenue	\$0	\$4,201,962	\$0	\$4,736,462

Explanation of Revenues

Funding for the Office of County Attorney is generated through a portion of the liability insurance rate on County payroll expenses.

Significant Program Changes

Last Year this program was: FY 2015: 10008 County Attorney's Office

The County Attorney's Office increased by 2.00 Assistant County Attorney, Sr. FTE. The following highlights the services:

- Cybersecurity (1.00 FTE) - The ongoing use of cloud service providers, and escalating cybersecurity threats highlight the need for legal counsel to assist in revising the Google and Amazon contracts; as well as, develop a cloud vendor contract template. This position will provide legal counsel and assist with training.

- Capital Construction (1.00 FTE) - Because of increases in construction litigation and support needed to manage large and complicated capital projects, this position will work with departments, elected officials, and outside partners to plan and complete construction projects.