



**Program #10008 - County Attorney's Office** 4/15/2016

**Department:** Nondepartmental **Program Contact:** Jenny Madkour  
**Program Offer Type:** Existing Operating Program **Program Offer Stage:** As Proposed  
**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	FY15 Actual	FY16 Purchased	FY16 Estimate	FY17 Offer
Output	Attorney Direct Service Hours	23,059	23,000	23,000	24,000
Outcome	Attorney time dedicated to direct client services	91%	91%	91%	91.5%
Input	Number of tort claims received	82	200	120	120

**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	2016	2016	2017	2017
Personnel	\$0	\$4,234,544	\$0	\$4,478,406
Contractual Services	\$0	\$35,000	\$0	\$25,000
Materials & Supplies	\$0	\$164,379	\$0	\$173,770
Internal Services	\$0	\$506,106	\$0	\$521,217
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$4,940,029</b>	<b>\$0</b>	<b>\$5,198,393</b>
<b>Program Total:</b>	<b>\$4,940,029</b>		<b>\$5,198,393</b>	
<b>Program FTE</b>	0.00	25.80	0.00	25.80

Program Revenues				
Other / Miscellaneous	\$0	\$4,928,029	\$0	\$5,198,393
<b>Total Revenue</b>	<b>\$0</b>	<b>\$4,928,029</b>	<b>\$0</b>	<b>\$5,198,393</b>

## 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 2016: 10008-16 County Attorney's Office

The County Attorney's Office increased by 1.00 Assistant County Attorney, Sr. FTE. The County Privacy Officer function was transferred from Central Human Resources to the County Attorney's Office to better reflect the liability and risk associated with the privacy function. This position will provide legal counsel, transactional work and assist with training.