



**Program #10008 - County Attorney's Office** FY 2024 Department Requested

**Department:** Nondepartmental **Program Contact:** Jenny Madkour  
**Program Offer Type:** Existing **Program Offer Stage:** Department Requested  
**Related Programs:**  
**Program Characteristics:** In Target

**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 employees acting in their official capacity, and assists with Federal, State, and County legal requirements. The Office houses the County's Privacy Officer and related Privacy Program. The County Attorney collaborates with Risk Management, provides legal training and 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 other legal instruments. It provides legal advice and counsel to the Board of County Commissioners, County elected officials, County Departments and Offices, Advisory Boards, Districts, and Commissions. The Office of County Attorney prepares formal written opinions as deemed necessary by the County Attorney regarding significant interpretations of federal and state laws, the County Charter and 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 proceedings in any court or tribunal and as requested by the Board.

**Performance Measures**

| Measure Type | Primary Measure  | FY22 Actual | FY23 Budgeted | FY23 Estimate | FY24 Offer |
|--------------|--|-------------|---------------|---------------|------------|
| Output       | County Attorney Direct Service Hours                                   | 24,985      | 25,000        | 25,000        | 25,000     |
| Outcome      | Percentage of County Attorney Time Dedicated to Direct Client Services | 96%         | 95%           | 95%           | 95%        |
| Input        | Number of Tort Claims Received   | 245         | 220           | 200           | 210        |

**Performance Measures Descriptions**

## Legal / Contractual Obligation

The role and duties of the County Attorney are set forth in Multnomah County Code Chapter 25.

## Revenue/Expense Detail

|                         | Adopted<br>General Fund | Adopted<br>Other Funds | Department<br>Requested<br>General Fund | Department<br>Requested<br>Other Funds |
|-------------------------|-------------------------|------------------------|---|--|
| <b>Program Expenses</b> | <b>2023</b>             | <b>2023</b>            | <b>2024</b>                             | <b>2024</b>                            |
| Personnel               | \$0                     | \$6,148,690            | \$0                                     | \$6,731,389                            |
| Contractual Services    | \$0                     | \$297,360              | \$0                                     | \$312,230                              |
| Materials & Supplies    | \$0                     | \$229,982              | \$0                                     | \$242,910                              |
| Internal Services       | \$0                     | \$577,178              | \$0                                     | \$598,591                              |
| <b>Total GF/non-GF</b>  | <b>\$0</b>              | <b>\$7,253,210</b>     | <b>\$0</b>                              | <b>\$7,885,120</b>                     |
| <b>Program Total:</b>   | <b>\$7,253,210</b>      |                        | <b>\$7,885,120</b>                      |  |
| <b>Program FTE</b>      | 0.00                    | 26.00                  | 0.00                                    | 25.00                                  |

| <b>Program Revenues</b> |            |                    |            |                    |
|-------------------------|------------|--------------------|------------|--------------------|
| Other / Miscellaneous   | \$0        | \$7,253,210        | \$0        | \$7,885,120        |
| <b>Total Revenue</b>    | <b>\$0</b> | <b>\$7,253,210</b> | <b>\$0</b> | <b>\$7,885,120</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 2023: 10008 County Attorney's Office

In FY 2024, a vacant 1.00 FTE Legal Assistant Senior (9004) is cut.