

Program #10010 - Office of Community Involvement 6/19/2017

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

Executive Summary

The Office of Community Involvement (OCI) was established by County Charter to facilitate direct communication between the people of Multnomah County and the board of county commissioners. The Community Involvement Committee (CIC) was established by County Ordinance to join the OCI in community involvement activities.

Program Summary

The OCI and CIC coordinate programs and activities designed to engage people from Multnomah County’s diverse communities in ongoing study and discussion of the county’s priorities, programs and procedures. Programming includes community forums, departmental reviews, and trainings. The CIC and OCI convey community input to officials and departments through reports, recommendations, surveys, and meetings. The OCI staffs the volunteer members of the CIC, including providing support, training and coordination for CIC meetings, subcommittees and direct staffing for the County’s Central and Non-Departmental CBACs. The OCI and CIC provide technical and clerical assistance and training to the County’s Budget Advisory Committees. The OCI and CIC host an annual volunteer recognition event for all county departments.

The OCI and CIC conduct continual outreach and recruitment to inform communities about opportunities to engage with Multnomah County committees and programs by attending community events and through communications including social media and email. The OCI maintains a community contact list for communications, including notifying qualifying organizations of the opportunity to nominate members of committees. The OCI provides a single point of contact for community members interested in volunteering through information and resources at its physical office, by maintaining lists of committees and other volunteer opportunities, managing inquiry and application processes, referring inquiries from the public to appropriate opportunities and resources, maintaining a database of active and potential volunteers, and facilitating nominations for board appointments to the CIC and CBACs.

Performance Measures

Measure Type	Primary Measure	FY16 Actual	FY17 Purchased	FY17 Estimate	FY18 Offer
Output	Number of CIC meetings and subcommittee meetings	N/A	N/A	15	15
Outcome	Percentage of participants in activities who felt time was well spent	98%	98%	90%	90%
Output	Number of community events attended	N/A	15	15	15
Outcome	Percentage of volunteer positions on CIC and CBACs filled	N/A	N/A	85%	75%

Performance Measures Descriptions

These measures reflect key activities and outcomes for the OCI according to its primary functions. Percentage of volunteer positions held was added as an important outcome for outreach activities. "Time well spent" is an important outcome for meetings held. Response time to inquiries was removed, as it is secondary to outcomes such as % of positions filled.

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
Program Expenses	2017	2017	2018	2018
Personnel	\$185,545	\$0	\$190,114	\$0
Contractual Services	\$1,500	\$0	\$1,530	\$0
Materials & Supplies	\$13,351	\$0	\$15,165	\$0
Internal Services	\$42,593	\$0	\$45,345	\$0
Total GF/non-GF	\$242,989	\$0	\$252,154	\$0
Program Total:	\$242,989		\$252,154	
Program FTE	2.00	0.00	2.00	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: FY 2017: 10010A Citizen Involvement Committee

In early 2017, the CIC and OCI changed the word in their operating titles from “citizen” to “community” to better reflect the goals and values of their work.