

#### Program #10008 - County Attorney's Office

**Program Contact:** Jenny Madkour 6/19/201

Nondepartmental **Department:** 

**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 Office houses the County's Privacy Officer and related program. 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.

Performan	Performance Measures								
Measure Type	Primary Measure	FY16 Actual	FY17 Purchased	FY17 Estimate	FY18 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	2017	2017	2018	2018
Personnel	\$0	\$4,478,406	\$0	\$4,632,000
Contractual Services	\$0	\$25,000	\$0	\$35,000
Materials & Supplies	\$0	\$173,770	\$0	\$250,000
Internal Services	\$0	\$521,217	\$0	\$580,825
Total GF/non-GF	\$0	\$5,198,393	\$0	\$5,497,825
Program Total:	\$5,198,393		\$5,497,825	
Program FTE	0.00	25.80	0.00	25.80

Program Revenues							
Other / Miscellaneous	\$0	\$5,198,393	\$0	\$5,497,825			
Total Revenue	\$0	\$5,198,393	\$0	\$5,497,825			

# **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 2017: 10008 County Attorney's Office