

Division: DCS Director's Office

Program Characteristics:

Program Description

Human Resources provides a broad range of services for both division managers and employees regarding human resources and labor relations issues. Human Resources does the following activities: advise management and employees on interpreting and applying the County's human resources performance planning process, personnel rules, policies, procedures, collective bargaining and labor agreements and other applicable laws and regulations governing public sector employment.

In addition, Human Resources provides recruitment and retention services to the entire Department, analyzing recruitment practices to identify barriers and ensure best practices are applied to the process with special care taken to ensure procedures have reduced biases related to a candidate's age, race, gender, or other personal characteristics that are unrelated to their job performance, equity-informed orientation and onboarding practices, performance management consultation, discipline and grievance processing and dispute resolution.

The program facilitates the department's Family Medical Leave Act (FMLA) and Oregon Family Leave Act (OFLA) requirements, maintains its personnel records and provides an essential liaison relationship with the County's Central Human Resources and Labor Relations staff.

Equity Statement

DCS Human Resources helps employees succeed by hiring and retaining a diverse staff. We support the County's Workforce Equity Strategic Plan (WESP) by fixing gaps in our HR processes. We remain committed to a fair, welcoming, and accessible workplace for everyone.

Revenue/Expense Detail

| | 2026 General Fund | 2026 Other Funds | 2027 General Fund | 2027 Other Funds |
|------------------------|------------------------------|-----------------------------|------------------------------|-----------------------------|
| Personnel | \$1,029,230 | \$0 | \$1,091,800 | \$0 |
| Contractual Services | \$10,000 | \$0 | \$10,000 | \$0 |
| Materials & Supplies | \$16,400 | \$0 | \$13,000 | \$0 |
| Internal Services | \$58,676 | \$0 | \$61,407 | \$0 |
| Total GF/non-GF | \$1,114,306 | \$0 | \$1,176,207 | \$0 |
| Total Expenses: | \$1,114,306 | | \$1,176,207 | |
| Program FTE | 5.00 | 0.00 | 5.00 | 0.00 |
| Total Revenue | \$0 | \$0 | \$0 | \$0 |

Performance Measures

| Performance Measure | FY25 Actual | FY26 Estimate | FY27 Target |
|---|------------------------|--------------------------|------------------------|
| Number of positions filled | 55 | 60 | 60 |
| Employee Survey: % of employees who report they plan to work for Multnomah County a year from now | 80% | 85% | 85% |