

FY 2014
Adopted Budget

Multnomah County, Oregon



Volume 2

Community Justice
Community Services
County Assets
County Management
District Attorney's Office
Sheriff's Office

About our cover

Art Submitted by: **Lisa Krzmarzick**

Department of Community Justice

“This is a painting I did early last year in acrylics of a Great Blue Heron. These prehistoric-looking birds can be found everywhere in Multnomah County; such as along the Willamette River fishing for breakfast; in the fields between the runways at the Portland International Airport, seemingly greeting tourists and returning locals; and flying above the Columbia River in the gorge, gliding through the air for long stretches at a time. I painted this as a tribute to my late grandfather, whom I called ‘Happy’. Whenever I see one, I think of him and smile.”

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Understanding Program Offers

This volume contains the program offers submitted by departments and funded in the budget. Each section is separated by department/division and contains the following items, in order:

- An introduction to the department along with budget trends and a division summary
- Division narrative including significant changes by division
- A list of all of the program offers in the department
- The department's individual program offers (in numerical order)

Program offers form the basis for County's budget process. They constitute a department's budget request and narrative budget, and provide the information that the Board of County Commissioners uses to select programs that will best serve the community.

"Nothing astonishes people so much as common sense and plain dealing."
~Ralph Waldo Emerson

What Makes a Good Program Offer

A good program offer explicitly shows the relationship between the program and the desired results for services. Program offers should:

- Describe how they will make a significant contribution to the services indicated.
- Show why the County's spending on this program is effective – the 'bang for the buck'.
- Show evidence the program can deliver and measure its results
- Give performance measures that accurately track the program's contributions.
- Link the offer to the policy direction/frameworks.
- Describe program activities in layperson's terms.

Program offers are not about funding programs because these programs exist – they are about outcomes. They emphasize meeting the County's goals, not preserving the government status quo. The following describes the configuration of each program offer and the major types of information each should contain.

Program Offer Description

In Multnomah County's budget, a "program" is an organizational unit that provides services to the public or to other County departments or divisions. Its description should briefly and clearly explain the activities encompassed in the program offer. If the offer represents a change in current practice (a reorganization or change in staffing levels, service hours, etc.), it should briefly describe the nature of that change. The description should describe how the program will support the strategies outlined for the department or in known County policy frameworks. It should cite research, experience, or logic to convincingly make the case. If it is a new program, it should note how the department created its costs.

"I have no data yet. It is a capital mistake to theorize before one has data. Insensibly one begins to twist facts to suit theories instead of theories to suit facts."

~Sir Arthur Conan Doyle, Sherlock Holmes

Performance Measures

Every program offer includes a minimum of two and up to four performance measures which indicate the level of service that the County can expect to receive if this program is selected. Two types of measures are required; the output which represents the volume of work and the outcome which represents the measurable results of that work. For example, a hypothetical addictions treatment program for abused teenage girls might report the number of teenage girls who entered and received treatment (output), and the percentage of teenage girls who were clean and sober and completed their treatment plan upon exit (outcome).

Departments also have the option of including additional types of measures to better illustrate a program's performance. These can include resources other than staffing or finances (inputs), measures of the quality service that's delivered, and measures of service efficiency in terms of cost or time. Using the addictions treatment example above, inputs might be reported as the number of treatment beds available to serve abused teenage girls. Quality could be reported as the percent of teenage girls that rated counseling staff as engaging and supportive, and efficiency might be reported as the cost to the county for each successful treatment completion.

The performance measures are organized in a uniform table. The table identifies the type of measure, the definition, and several cells to report the results. The cells present program history where available, annualized estimates of the current service level (what's being delivered at the time of printing), and the anticipated target service level for the upcoming year if the program is selected. Additional supporting information, such as explanations as to notable changes in a program's performance, are located in the description section below the table.

Legal and Contractual Mandates

Many program offers will be constrained by legal or contractual mandates. If a program offer is affected by a mandate, the mandate and its authorizing document (a statute, contract, etc.) should be noted.

Program Costs

This area should show the cost to the County of providing the program, as well as the revenues generated by the program for its support. These costs include personnel, contracted services, materials and supplies and internal services.

Explanation of Revenues

This section explains how non-General Fund revenues or General Fund fee revenues were estimated. Revenue estimates should clearly demonstrate the reasonableness of the estimate.

Significant Program Changes

This section details significant programmatic changes that affect the program—not financial changes up or down. Such changes might include the following information:

- Increases or decreases in the scope or level of services
- Increases or decreases in net personnel resources (FTE's)
- Revenue increases or decreases
- How this change affects other departments and/or service delivery programs.

In this section you will find a link from this years program offer to its predecessor, if applicable. Note that program offer numbering can change between fiscal years.

Types of Programs

Program offers were categorized based on the "type" of services they deliver. Program offers fall into one of the following groups:

- Administration
- Support
- Operating Program
- New/Innovative Program
- Program Alternative/Reconstruction
- Internal Service
- Revenue

Administration

Department- or division-level management and related expenses (i.e. office space, supplies, telephones, etc.) Direct program supervision is considered to be a part of the operating program (NOT administration), and could be included in the operating program's offer.

Support

An activity in a department that provides services directly to some or all operating programs within a department. Examples include the Health Department's pharmacy, which supports the various health clinics; the Library's Technical Services, which maintains the Library's materials and catalog system-wide; or the District Attorney's Human Resources unit.

Operating Program

An "on the ground" activity of the County. Includes front-line supervisors/ program managers with specific responsibilities for particular operating programs. An example would be the Health Departments Primary Care Clinics.

New/Innovative

"On the ground" or support activity the County currently does not perform.

Program Alternative or Reconstruction

A program that has been or is currently operated by one or more County departments that is proposed to be operated in a different way, by different providers, or with different business models.

Internal Service

Programs that support Countywide operations. Examples of these types of programs would be Fleet or Information Technology services.

Revenues

These programs are used to budget discretionary (primarily General Fund) revenues at the fund level. Program revenues are budgeted within the applicable program offer.

Other Important Notes

Characteristics of Program Offers

Reading through the program offers, one should keep in mind:

- Program Offer characteristics (backfill and offers requesting one time only resources or those denoted as advancing the Climate Action Plan)
- The way in which program offers are scaled

Backfill - Backfill is defined as “discretionary dollars (General Fund) applied to a program that formerly was funded by a grant, state, or other dedicated funding source. Explicitly identifying backfill allows the Chair and the Board to decide to partially or fully backfill expiring grants, state or federal funds with General Fund dollars.

One-Time-Only Resources - In most budget years, the County has a varying amount of one-time-only funds. These funds will not be available in the following years and thus should be spent on projects that do not have or have minimal ongoing expenses.

Measure 5 Education Offers - Multnomah County has General Fund revenues which are not derived from real property taxes. These revenues can be expended on educational services without violating the Constitutional limitation on spending real property tax for educational services. In order for the County to easily demonstrate that it has complied with the Constitutional limitation on spending for “educational services,” departments can designate such programs so that they may be funded by non real property tax revenues.

Climate Action Plan - In 2009, Multnomah County adopted the Climate Action Plan (CAP), a comprehensive framework for reducing greenhouse gases and preparing County operations and the community for climate change impacts in the region. If a program contributes toward achieving a Climate Action Plan goal, the check box for Climate Action Plan (CAP) is marked on the program offer. The program offer will also include a description of the particular action the program addresses in the “program description” text box in the program offer.

Scaled Program Offers

Program offers represent discrete increments of service and many County programs can deliver services at varying levels. For example, an Alcohol and Drug Treatment Program may be able to offer 100, 150 or 200 beds. Departments were asked, when appropriate, to provide decision-makers with the option to choose from those service levels. Looking at scaled program offers, one should consider:

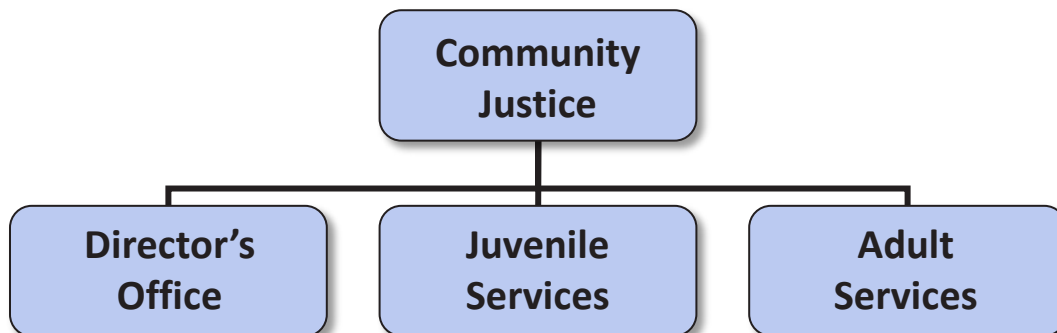
- The Base Level of Service - Program "A" is the base level of service that can be provided while still delivering the expected results. In the example above, the base level of service would be 100 beds.
- Increments of Service - Program "B and beyond" represent incremental levels of service that buy additional outcomes. In the A&D treatment example, one increment could be 50 additional beds, and another, separate increment could be 100 additional beds.

Department Overview

The Department of Community Justice (DCJ) serves a vital role in protecting public safety and the strength of our communities. DCJ intervenes to prevent the recurrence of crime among juvenile and adult defendants and offenders by supervising them and helping them to change problem behavior. DCJ provides supervision, sanctions, and treatment resources to youth, adults, families, and communities to address the underlying problems that drive crime. DCJ organizes their operations and aligns their resources around five strategic goals:

- Behavior Change – We work with adult offenders and youth to reduce delinquent and criminal behavior;
- Accountability – We hold adult offenders and youth accountable for their actions;
- Resource Management – We direct our resources to delivering cost-effective services;
- System Change – We use advocacy and innovation to guide our work with stakeholders to improve community safety and assure a fair and just system;
- Commitment to Victims and Community – We respect and address victims’ rights and needs and restore the community.

Consistent with the County’s mission to be responsible stewards of public funds, DCJ actively manages limited resources in order to maximize services provided to the public. The department is dedicated to continuous improvement throughout the department by collecting, analyzing and utilizing performance data. DCJ consults evidence-based practices in their policy and program development. DCJ makes long-term investments in their employees through the provision of education and training. DCJ strengthens the County’s commitment to the public safety system through public service and by working in collaboration with the courts, law enforcement, schools, treatment agencies, and the community.



Budget Overview

The FY 2014 budget for the Department of Community Justice is \$89.3 million with 502.68 FTE. About 65%, or \$57.7 million, of the budget comes from the County General Fund, with the remaining 35%, or \$31.6 million, coming from other funds. From FY 2013 to FY 2014, the total departmental budget increased 5.6%, or \$4.7 million, and FTE increased 0.6% or 3.13 FTE.

The year over year change from the FY 2013 adopted budget for the General Fund is an increase of \$1.8 million and a decrease of 1.48 FTE. The Video Lottery Fund remained unchanged at \$2.3 million, and decreased the FTE by 1.42 FTE. Other funds increased by \$2.9 million, with an increase in FTE of 6.03 FTE.

The FY 2014 budget assumes an increase in State Department of Corrections funding, triggered by cost increases reflected in the most recent actual costs study conducted jointly by the Oregon Association of Community Corrections Directors (OACCD) and the Department of Corrections (DOC). That anticipated increase is reflected in program offer 50056. FY 2013 program offers 50008A and B, Community Response to the Commercial Sexual Exploitation of Children (CSEC), have been discontinued for FY 2014. The grant supporting that position has ended, and that position is now funded for FY 2014 within program offer 50003B, DCJ Crime Victims Unit - Expanded Collaboration. FY 2013 program offer 50003 Court Appearance Notification System (CANS) has been folded into FY 2014 program offer 50002 DCJ Business Applications & Technology.

New Programs in FY 2014:

- 50012B Juvenile Intercept Program - \$293,825 and 0.00 FTE (one-time-only)
- 50029 Juvenile Community Interface Program - \$520,002 and 4.80 FTE
- 50035 Assessment and Referral Center - \$5,617,040 and 31.00 FTE
- 50054B Web Enhanced Bench Probation - \$444,355 and 4.00 FTE
- 50056 State Funding Adjustment \$1,191,657 and 5.00 FTE

Additional information on these programs, as well as changes in other programs, can be found in the individual program offers.

Budget Trends	FY 2012	FY 2013	FY 2013	FY 2014	Difference
	Actual	Estimate	Adopted Budget	Adopted Budget	
Staffing FTE	528.99	499.55	499.55	502.68	3.13
Personnel Services	\$51,231,753	\$51,048,740	\$51,462,008	\$53,761,530	\$2,299,522
Contractual Services	16,852,797	17,583,894	18,391,274	19,788,223	1,396,949
Materials & Supplies	13,525,431	14,407,222	14,697,213	15,725,732	1,028,519
Capital Outlay	20,246	0	11,000	11,000	0
Total Costs	\$81,630,227	\$83,039,856	\$84,561,495	\$89,286,485	\$4,724,990

*Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

The Department of Community Justice has seen many successes over the past year. DCJ had 95% of their employees from across the entire department trained on the very serious issue of commercial sexual exploitation of children in the local communities. DCJ organized a series of community sessions focused on the prevention of gang violence, which involved partnering with law enforcement, the courts, community agencies, faith community, parents and gang-affected offenders. DCJ created a new Crime Victims Services Unit and hired a new coordinator to expand outreach to crime victims and the community.

The Adult Services Division has begun the implementation of the new Assessment and Referral Center. The center will assess risk, needs and responsivity factors for DCJ offenders and help move them toward proper services. The Londer Learning Center proudly graduated its 1000th student since the program first began educating adults on community supervision and offering them the road to a better life. DCJ expanded the services of the Forensic Lab to the Sheriff's Office and to Central Human Resources. ASD adopted a new curriculum for cognitive behavior interventions and has begun offering field-based groups in the communities where offenders live. DCJ expanded the Reentry Enhancement Coordination program to now include female offenders coming from Coffee Creek Correctional Facility. The department continues to make significant progress in the implementation of EPICS case management (Effective Practices in Community Supervision). All of the case carrying officers have been trained and quality assurance measures continue to show increases in program fidelity.

The Juvenile Services Division was enhanced through a new partnership with Oregon Youth Villages. DCJ plans to expand the use of intensive, home-based services to prevent youth from further penetrating the "deep end" of the justice system. JSD launched a Safety First program which provides safe and supervised parenting time for children affected by domestic violence. Juvenile Services reconfigured services and has enhanced the provision of education and support services through the use of new collaboration specialists. The System Integration and Resource Network (SIRN) program was awarded the Distinguished Service Medal by the Portland Police Bureau in recognition of the importance of ongoing collaboration between juvenile probation and law enforcement partners.

In FY 2014, DCJ will continue to be challenged by succession planning with the continued retirements of senior leaders and the loss of their important institutional knowledge. The department will face challenges in strategically siting new services in response to offender populations shifting towards East County. DCJ will be looking to expand the implementation of the County Equity Lens in FY 2014 initiatives and look to increase outreach and accountability to the local communities.

Diversity and Equity

The Department of Community Justice has made a long-term commitment to achieving organizational cultural competence which supports a diverse and equitable workplace. In support of the County’s goal to support and build diversity in our workforce, DCJ invests in employees and their professional development in the areas of diversity and equity. In FY 2013:

- DCJ offered a 40-hour course to staff of all levels in the organization entitled, Building Partnership Across Differences.
- DCJ employees participated in 46 internal and external training courses promoting diversity, equity and responsivity.
- Three employees were accepted into the County Leadership Academy.
- The opening of the 16-bed Senderos unit in the Donald E. Long Detention Center which provides secure shelter for supervised youth from Mexico and Latin American countries, without parents or guardians in the United States.
- Three cultural enrichment events provided to detention youth including a Poetry Slam, a community services fair, and a visit by the Buffalo Soldiers.
- The second annual African American Program banquet celebrating the successes of past and current clients in the program.
- The Research and Evaluation Unit’s use of the Relative Rate Index to monitor the impact of racial disparities of every key decision point for youth within the juvenile justice system. The administration of a Client Satisfaction Survey to monitor feedback from our adult parolees and probationers.
- Monthly friends and family orientations to generate support for offenders returning to the community from prison or jail.

Budget by Division

Division Name	FY 2014 General Fund	Other Funds	Total Division Cost	Total FTE
Director's Office	\$12,614,485	\$0	\$12,614,484	47.40
Adult Services Division	27,656,503	23,015,333	50,671,836	294.65
Juvenile Services Division	<u>17,393,721</u>	<u>8,606,443</u>	<u>26,000,164</u>	<u>160.63</u>
Total Community Justice	\$57,664,709	\$31,621,776	\$89,286,485	502.68

Director's Office

The Director's Office provides policy, program, and fiscal direction to DCJ and ensures that DCJ is accountable to County residents, the Board of County Commissioners, and system partners. The Director's Office is responsible for the fiscal management of more than \$89 million in county, state, federal and private grant funds. This division was reorganized in FY 2013 and now also provides evaluation services, contract monitoring, coordination of professional development and human resources (formerly housed in the Employee, Community & Clinical Services Division) . The Research and Evaluation team promotes the use of evidence-based practices and data-informed decision-making at all levels of the department. Business Services provides support for sound budgeting, grants management, invoice processing, contracting, fee collection, medical billing, procurement for goods and services, and travel arrangements. The Business Applications and Technology (BAT) team directs the evaluation, selection, purchase, implementation and training of effective, innovative technology solutions to enhance DCJ's effectiveness. Human Resources supports 645 permanent, on-call, and temporary employees - including the needs of management and members of three different unions. This team coordinates the development of policies, procedures, and internal investigations. The Director's Office also manages volunteers. Last year, the Director's Office coordinated over 20,000 volunteer hours enhancing connectivity to the community.

Significant Changes

Program offer 50003A adds a 1.00 Crime Victim Advocate position to support the victim services unit. Development of this unit began in FY 2013 to fulfill the department's commitment to supporting the rights and needs of crime victims as envisioned in the DCJ Strategic Plan.

Juvenile Services Division

The Juvenile Services Division (JSD) protects the public, delivers cost-effective, evidence-based services to delinquent youth and their families, and promotes a fair, equitable and accountable juvenile justice system. JSD provides a continuum of juvenile services ranging from informal handling (diversion) and formal probation, shelter care, electronic monitoring, mental health assessments and care coordination, outpatient and secure residential substance abuse treatment, and detention.

Although delinquency referrals have declined over the past decade, there remains a group of youth whose behavior warrants intervention from the juvenile justice system. Last year, JSD completed over 1,300 detention screens and approximately 447 youth were admitted to the Donald E. Long Juvenile Detention Home. Many of these youth arrive in crisis and require comprehensive wraparound services.

Annually, about 1,600 youth (referred for less serious criminal activity) are diverted from court and held accountable through case management, community service, paying restitution to victims, completing community-based educational/behavioral interventions, or receive a warning letter. Juvenile Court Counselors supervise about 300 youth on formal probation per day. JSD manages the higher-risk youth in this population with treatment services, custody sanctions, detention alternatives and accountability interventions.

Significant Changes

The FY 2014 budget reflects a division-wide reorganization that began in FY 2013 and continues to realize efficiencies while improving the coordination of services to youth and their families. New program offer 50029 reflects the reclassification of 3.00 FTE that will strengthen the division's connections to local community partners. Additionally, a new case manager position (program offer 50027) has been created to support the provision of clinical behavioral health services to youth who are also at high risk for recidivism. In FY 2013, JSD piloted an Intercept program that diverts youth from out-of-home placements. New Program Offer 50012B builds on this success and maintains JSD's capacity to provide 10 slots in FY 2014. The Juvenile Services Division will also be changing the service delivery model used to provide community detention/electronic monitoring services (50017). These services will now be provided through a community-based contractor which will reduce 6.00 FTE. Program offer 50025 finds efficiencies by merging operations with the Adult Services Division (50046) and reduces 1.50 FTE in the Juvenile Services Division.

Adult Services Division

The Adult Services Division (ASD) provides leadership and direction for the supervision of approximately 8,150 probationers and post-prison adult offenders in the community who have been convicted of felony and misdemeanor crimes. In addition, the Recog unit helped process over 21,000 pretrial cases last year with over 2,200 defendants being supervised by the Pretrial Supervision Program. Together, these programs promote public safety while reducing County jail utilization. ASD's mission is to enhance community safety, reduce crime and change offender behavior by holding offenders accountable in a fair and just manner. ASD also effectively coordinates with public safety partners and ensures the safety of DCJ employees who supervise adult offenders. In accordance with best practices, ASD has specialized units for offenders who have been convicted of specific crimes or who have needs that require Probation and Parole Officers (PPO) with specialized training. These units are Domestic Violence, Gang, Mentally Ill, Gender Specific, Sex Offender and Special Supervision Team for violent offenders. Generic supervision units manage offenders with property and drug convictions, including robbery and burglary crimes. ASD enhances supervision with GPS/ electronic monitoring and computer forensics monitoring as needed. ASD manages supervised Community Service teams to strengthen offender accountability and provides community-based treatment services to address criminal risk factors. ASD provides services to help offenders develop pro-social skills, such as the Day Reporting Center and the Londer Learning Center for employment training and GED support services.

Significant Changes

New program offer 50036B continues funding to the Re-entry Resource Center whose grant funding ended in FY 2013. New program offer 50054B establishes web-enhanced bench probation for approximately 5,000 additional offenders and adds 4.00 FTE and a contract for electronic case management services. Program offer 50035 establishes a new assessment and referral center which enhances services and streamlines intake procedures. A new clinical coordinator and office assistant (2.00 FTE) have been added to support this new center. If additional state funding is received, this center will further expand in program offer 50056 with an additional 5.00 FTE. This program offer also allows for the continuation of contracted services (\$625,000) for housing, alcohol and other drug outpatient treatment, and jail re-entry. Two Corrections Counselor positions have been eliminated and their workload will be redistributed to program offers 50035 and 50042. As part of a FY 2013 reorganization, treatment service contracts formerly housed in the Employee, Community & Clinical Services Division are now located in ASD (program offers 50006, 50007, 50008, 50009, 50010, 50011). Sex Offender treatment contacts were reduced by \$85,000 (50040) and gang intervention services were reduced \$65,000 (50037A).

Department of Community Justice

The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order by division.

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Director's Office					
50000	DCJ Director's Office	\$1,225,793	\$0	\$1,225,793	6.00
50001	DCJ Business Services	2,430,908	0	2,430,908	16.70
50002	DCJ Business Applications & Technology	6,585,303	0	6,585,303	6.50
50003A	DCJ Crime Victims Unit	353,038	0	353,038	3.00
50003B	DCJ Crime Victims Unit - Expanded Collaboration	116,180	0	116,180	1.00
50004	DCJ Quality Systems & Evaluation Services	496,018	0	496,018	4.00
50005	DCJ Human Resources	1,398,361	0	1,398,361	10.20
Adult Services Division					
50006	Adult Offender Mental Health Services	1,176,373	0	1,176,373	0.00
50007	Addiction Services-Adult Offender Outpatient	655,822	130,806	786,628	0.00
50008	Addiction Services-Adult Offender Residential-Primarily Men	3,353,135	0	3,353,135	0.00
50009	Addiction Services-Adult Women's Residential Treatment	1,767,654	0	1,767,654	0.00
50010	Addiction Services-Adult Drug Court Program	759,455	246,067	1,005,522	0.00
50011	Adult Chronic Offender Program-City Funding	0	726,000	726,000	0.00
50030	Adult Services Management	1,485,910	176,757	1,662,667	8.50
50031	Adult Recog Program	1,465,171	0	1,465,171	15.00
50032	Adult Pretrial Supervision Program	1,535,952	0	1,535,952	15.00
50033	Adult Forensics Unit	313,580	0	313,580	2.00
50034	Adult Parole/Post Prison Violation Hearings & Local Control	1,165,999	1,089,744	2,255,743	12.00
50035	Assessment and Referral Center	1,523,438	4,093,602	5,617,040	31.00
50036	Adult Re-Entry Enhancement Coordination	0	555,317	555,317	0.25
50036B	Adult Re-Entry Resource Center	288,000	0	288,000	0.00
50037A	Adult Field Services-High Risk Generic Supervision	3,226,575	4,882,915	8,109,490	57.25

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Adult Services Division (cont.)					
50037B	Employment Transition Services for African American Males	51,125	0	51,125	0.00
50038	Adult Mentally Ill Offender Supervision	778,385	0	778,385	6.00
50039	Adult Programs Unit	131,323	765,000	896,323	7.75
50040	Adult Sex Offender Supervision & Treatment	411,629	1,972,657	2,384,286	15.00
50041	Adult Domestic Violence Supervision	1,133,168	1,631,139	2,764,307	19.50
50042	Adult Family Supervision Unit	1,485,033	28,154	1,513,187	13.00
50043	Adult Day Reporting Center	246,154	1,568,694	1,814,848	17.00
50044	Adult Electronic Monitoring	372,327	0	372,327	3.00
50045	Adult Property Crimes Programs (RAIN & START)	199,520	1,745,253	1,944,773	7.00
50046	Adult Community Service-Formal Supervision	648,325	232,376	880,701	8.00
50047	Adult Londer Learning Center	10,000	798,738	808,738	8.40
50048	Adult Field Services-Medium Risk Generic Supervision	795,604	74,922	870,526	8.50
50049	Adult Community Service-Bench Probation	253,871	0	253,871	3.00
50050	Support to Community Court	88,665	0	88,665	1.00
50051	Adult Domestic Violence Deferred Sentencing Program (DSP)	87,065	0	87,065	1.00
50052	Adult Sex Offender Reduced Supervision (SORS)	0	146,226	146,226	1.00
50053	Adult Generic Reduced Supervision (Casebank)	890,975	414,573	1,305,548	12.00
50054A	Adult Enhanced Bench for DUII	0	291,652	291,652	3.00
50054B	Web Enhanced Bench Probation	100,000	344,355	444,355	4.00
50055	Adult Effective Sanctioning Practices	1,164,999	0	1,164,999	10.50
50056	State Funding Adjustment	91,271	1,100,386	1,191,657	5.00

Community Justice

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Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Juvenile Services Division					
50012	Juvenile Services Management	1,619,054	616,487	2,235,541	10.50
50012B	Juvenile Intercept Program	293,825	0	293,825	0.00
50013	Juvenile Services Support	2,032,882	0	2,032,882	11.00
50014	Family Court Services	38,190	1,103,913	1,142,103	8.55
50015	Family Court Services-Supervised Parenting Time	101,778	197,379	299,157	2.28
50016A	Juvenile Detention-64 Beds	7,124,898	951,219	8,076,117	62.50
50016B	Juvenile Detention-16 Beds	716,590	0	716,590	6.00
50017	Juvenile Community Detention/Electronic Monitoring	316,048	325,673	641,721	0.00
50018	Juvenile Shelter & Residential Placements	107,707	574,063	681,770	0.00
50019	Juvenile Intake, Assessment, Intervention & Adjudication (IAIA)	1,438,431	177,338	1,615,769	14.00
50020	Juvenile Female Probation Services	250,725	85,074	335,799	3.00
50021	Juvenile Sex Offender Probation Supervision and Treatment	988,619	0	988,619	6.00
50022	Juvenile East Multnomah Gang Enforcement (EMGET)	0	555,543	555,543	0.00
50023	Juvenile High Risk Unit (RISE)	283,834	888,940	1,172,774	8.00
50024	Juvenile Low Risk Unit	106,387	0	106,387	1.00
50025	Juvenile Community Service & Project Payback	337,808	104,568	442,376	2.50
50026	Juvenile Secure Residential A&D Treatment (RAD)	675,299	1,488,694	2,163,993	8.50
50027	Juvenile Assessment & Treatment for Youth & Families (ATYF)	135,588	1,393,953	1,529,541	12.00
50028	Juvenile Culturally Specific Intervention	306,057	143,599	449,656	0.00
50029	Juvenile Community Interface Services	<u>520,002</u>	<u>0</u>	<u>520,002</u>	<u>4.80</u>
Total Community Justice		\$57,664,709	\$31,621,776	\$89,286,485	502.68

Lead Agency: Community Justice

Program Contact: Scott Taylor

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Director's Office provides the Department of Community Justice (DCJ) with the policy, program and fiscal direction to achieve its mission of enhancing community safety and reducing criminal activity. DCJ is a 24-hour operation with about 645 permanent, on-call, and temporary employees. The Director's Office also coordinates over 20,000 volunteer hours provided throughout DCJ. The Director's Office provides leadership, communication, and coordination across the Department's Divisions. It is the role of the Director's Office to hold the Department accountable to county residents, the Board of County Commissioners and system partners.

Program Description

The Director's Office monitors the daily operations of an agency that supervises approximately 8,300 adult probationers and parolees, and 1,200 youth on supervision. Additionally, DCJ oversees approximately 2,200 defendants requiring pretrial services, as well as a juvenile detention facility that houses up to 80 youth. This office also oversees community-based services and clinical treatment options for our clients.

The Director's Office is responsible for the fiscal management of more than \$84 million in county, state, federal and private grant funds. This area also provides evaluation services, contract monitoring, coordination of professional development, and strategic planning across divisions. It is the responsibility of the Director's Office to create an organizational culture that values evidence-based practices and continuous quality improvement. Through collaboration with partner agencies, shared public safety goals are continuously evaluated and pursued.

Over the last decade the Director's Office has guided policies that have reduced crime, promoted rehabilitation, reduced spending and reduced racial and ethnic disparities in the juvenile justice system. DCJ has continually made improvements in statewide performance benchmarks in community corrections.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of incoming adult offenders supervised annually.	12,500	0	12,300	12,300
Outcome	Percent of adult offenders not recidivating one-year post-admit to supervision.	86.0%	0.0%	87.0%	87.0%
Output	Number of youth disposed annually.	1,800	2,275	1,600	1,500
Outcome	Percent of youth on probation do not re-adjudicated/convicted within 3 years	70.0%	71.0%	70.0%	70.0%

Performance Measure - Description

 **Measure Changed**

Recidivism is based on new felony conviction. Adult output and outcome measures are new.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$984,675	\$0	\$1,017,458	\$0
Contracts	\$119,586	\$0	\$109,586	\$0
Materials & Supplies	\$108,045	\$0	\$82,612	\$0
Internal Services	\$9,916	\$0	\$16,136	\$0
Total GF/non-GF:	\$1,222,222	\$0	\$1,225,792	\$0
Program Total:	\$1,222,222		\$1,225,792	
Program FTE	7.33	0.00	6.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50000, DCJ Director's Office

This program offer reflects a decrease of 1.33 FTE for positions that transferred during FY 2013 to other DCJ programs. General Fund personnel expenditure figure is reduced by \$100,000 to reflect department-wide COLA calculations adjusted after department submission.

Lead Agency: Community Justice

Program Contact: Joyce Resare

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) Business Services provides administrative and business services to the Department through exercising sound, accurate and transparent financial management. Services include: Department budget development, analysis and tracking; administration of the Department's budget and numerous revenue streams; financial policy development and oversight; grants financial oversight; accounts receivable; accounts payable; medical billing; travel and training; and procurement and contract development and administration support.

Program Description

DCJ is funded by a variety of federal, state, local and other grant sources. A primary responsibility of Business Services is to integrate these resources to develop a balanced budget that meets Oregon Budget Law, County's policies, and the accounting practices established by the County's Chief Financial Officer. Business Services ensures that the Department's budget adequately supports operations and aligns with the programs authorized by the Board of County Commissioners.

Business Services also continually monitors departmental spending throughout the budget cycles so that spending occurs within designated spending limits. Business Services participates in cross-county teams such as the County Operations Council, Purchasing/Contract Committees and the Finance Users Group. This area also sees that cash handling and accounting are closely monitored, ensures compliance with grant financial requirements, that contracts meet County Attorney standards and provide legal authority to procure goods and services for the programs.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of invoices paid in 30 days or less	72.0%	80.0%	74.0%	75.0%
Outcome	Percent spending within legal appropriation (total budget)	100.0%	100.0%	100.0%	100.0%

Performance Measure - Description

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,598,236	\$0	\$1,593,851	\$0
Contracts	\$3,789	\$0	\$3,789	\$0
Materials & Supplies	\$64,539	\$0	\$73,417	\$0
Internal Services	\$752,020	\$0	\$768,735	\$0
Total GF/non-GF:	\$2,418,584	\$0	\$2,439,792	\$0
Program Total:	\$2,418,584		\$2,439,792	
Program FTE	16.70	0.00	16.70	0.00
Program Revenues				
Fees, Permits & Charges	\$1,695,782	\$0	\$2,077,594	\$0
Total Revenue:	\$1,695,782	\$0	\$2,077,594	\$0

Explanation of Revenues

County General Fund which includes Department Indirect Revenue of \$2,072,594 based on indirect rate of 9.24% of total allowable expenditures in the federal/state fund; Fee revenue of \$5,000 deposited into the General Fund. Revenue is unanticipated and not program related. Assuming same budget amount as FY13.

Significant Program Changes

Last year this program was: #50001, DCJ Business Services

Lead Agency: Community Justice

Program Contact: Jann Brown

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

The Business Applications and Technology (BAT) section supports the implementation and use of new and existing information systems which increases the effectiveness of staff and improves the delivery of services to clients. BAT also manages the Court Appearance Notification System (CANS), a collaborative, multi-jurisdictional program designed to reduce offenders' rate of failure to appear (FTA) in court through the use of automated telephone reminders and alerts.

Program Description

The BAT program provides oversight for evaluation, selection, purchase and implementation of effective, innovative technology solutions. BAT collaborates with partner agencies from local, state and federal governments as well as private service providers in order to develop system-wide technology solutions for data sharing. Team members of BAT work to foster the use and understanding of data for decision making and facilitate a variety of information system trainings that enhance the Department of Community Justice's (DCJ) operations.

CANS works by reminding defendants of upcoming court hearing dates, times and locations which help to reduce FTAs and costs to the various enforcement agencies. The automated system also alerts offenders of payments due on restitution, compensatory and/or supervision fees, and appointments with their Parole/Probation Officers (PPO). CANS regularly monitors and reports program performance to the Local Public Safety Coordination Council (LPSCC) and the Criminal Justice Advisory Committee (CJAC).

This program offer contains services provided by the County's Information Technology organization which facilitate support information needs of the Department, system partners and the public. This includes development and maintenance of information systems to support business needs and easy access to data and other support services in order for DCJ to effectively utilize technology. This program also provides for the purchase and replacement of computer equipment, software and technology tools.

Through innovative technological solutions and wise technology investments, the Department is better equipped to promote community safety and reduce criminal activity. This program demonstrates effective agency collaboration and fiscal responsibility.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of BAT Team projects completed within one year.	80.0%	90.0%	82.0%	82.0%
Outcome	Percent of circuit court notifications that appear in court.	80.0%	90.0%	78.0%	78.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$741,111	\$0	\$715,349	\$0
Contracts	\$156,000	\$0	\$135,550	\$0
Materials & Supplies	\$341,573	\$0	\$178,117	\$0
Internal Services	\$4,832,617	\$0	\$5,556,287	\$0
Total GF/non-GF:	\$6,071,301	\$0	\$6,585,303	\$0
Program Total:	\$6,071,301		\$6,585,303	
Program FTE	6.50	0.00	6.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50002, DCJ Business Applications & Technology
And Offer 50003 - Court Appearance Notification System (CANS)

Lead Agency: Community Justice

Program Contact: Ginger Martin

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

Community supervision serves three main purposes: 1) holding the offenders accountable, 2) making positive changes in offender behavior, and 3) protecting the rights of victims and the larger community. The Crime Victim's Unit coordinates and enhances each division's response to the crime victim advocate community and to the individual crime victims of offenders on supervision. This unit is responsible for advancing the goals of the Department of Community Justice (DCJ) Strategic Plan related to our long-term commitment to crime victims' rights and needs. The Crime Victims Unit is responsible for problem-solving to improve responsivity to crime victims both within DCJ and across our public safety partners.

Program Description

The Crime Victims Unit is a new function for DCJ, having been created in FY 13. The unit collaborates with public safety agencies and community partners as well as with DCJ staff to develop a more coordinated system response to crime victim's issues. In the coming year, the Crime Victims Unit will begin working with DCJ staff and community partners to develop and pilot a program to increase restitution collections. The Crime Victims Unit will develop a workplan to guide its activities and growth over the next fiscal year. A comprehensive set of performance benchmarks will be developed. The Crime Victims Unit will develop and provide trainings to Parole/Probation Officers (PPO) and Juvenile Court Counselors (JCC) that will lead to improvements in the following areas:

- 1) Victim notification.
- 2) Restitution collection.
- 3) Referrals to services.
- 4) Victim protection.
- 5) Communication to victims about probation and parole.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of contacts with victims of probation cases.	1,175	0	1,525	1,700
Outcome	Percent increase in crime victims being notified of offender hearings.	0.0%	0.0%	0.0%	50.0%

Performance Measure - Description

New measures.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$168,378	\$0	\$272,158	\$0
Contracts	\$75,000	\$0	\$75,000	\$0
Materials & Supplies	\$5,520	\$0	\$5,880	\$0
Total GF/non-GF:	\$248,898	\$0	\$353,038	\$0
Program Total:	\$248,898		\$353,038	
Program FTE	2.00	0.00	3.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50004, Victims Unit
This program offer adds a new 1.00 FTE Victim Advocate in FY 2014.

Lead Agency: Community Justice

Program Contact: Ginger Martin

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

The Crime Victims Unit collaborates with public safety agencies and community partners as well as with Department of Community Justice (DCJ) staff to develop a more coordinated system response to crime victims' issues. This scale up offer will fund a Program Specialist Senior, who will concentrate on orchestrating the Commercial Sexual Exploitation of Children (CSEC) project, a multi-jurisdictional system collaborative process that includes social services leaders, elected officials, state policy makers, criminal justice system representatives, citizens and survivors.

Program Description

CSEC is a prevalent problem in Multnomah County. Because the I-5 corridor passes directly through Portland, this city is an easy transport artery for CSEC victims and illegal drugs. Local and federal law enforcement agencies in Multnomah County have worked on over 200 sex trafficking cases (fraction of the activity in Oregon) involving both domestic and international victims. The CSEC project is helping expose and derail this once flourishing "business." The Program Specialist Senior will continue the work of the current Collaboration Specialist by overseeing the monthly CSEC Steering Committee meetings (chaired by County Commissioner Diane McKeel) and eight designated workgroups. This position will continue to support the CSEC project's goals which are to: 1) identify exploited youth and youth at risk for exploitation; 2) actively investigate and prosecute cases where adults have exploited children; and 3) intervene appropriately with youth and compassionately serve victims.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of monthly contacts with community to provide CSEC education	0	0	0	15
Outcome	Number of youth identified as exploited or at risk of exploitation.	150	0	110	120

Performance Measure - Description

New program offer. Output is a new measure. Outcome measure data reported by the Sexual Assault Resource Center [SARC] and Child Welfare. The desired trend for this measure is upward, as this would indicate an increase in the # of youth we are able to identify.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$98,693	\$9,563	\$115,920	\$0
Contracts	\$0	\$27,714	\$0	\$0
Materials & Supplies	\$3,453	\$186	\$260	\$0
Internal Services	\$0	\$3,735	\$0	\$0
Total GF/non-GF:	\$102,146	\$41,198	\$116,180	\$0
Program Total:	\$143,344		\$116,180	
Program FTE	0.91	0.09	1.00	0.00
Program Revenues				
Indirect for dep't Admin	\$2,956	\$0	\$0	\$0
Intergovernmental	\$0	\$41,198	\$0	\$0
Total Revenue:	\$2,956	\$41,198	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50008B, DCJ Response to Commercial Sexual Exploitation of Children - Collaboration Specialist
and 50008A - DCJ Response to Commercial Sexual Exploitation of Children
 For FY14 This offer incorporates this program into the DCJ Crime Victims Unit.

Lead Agency: Community Justice

Program Contact: Charlene Rhyne

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

The DCJ Quality Systems and Evaluation Services (QSES) unit is comprised of continuous quality improvement (CQI) functions as well as traditional research and evaluation (R&E) activities. The QSES unit analyzes and reports on issues critical to the Department (including program planning, program implementation, quality improvement and assessing program impacts) for both the Adult and Juvenile Divisions. The QSES unit also develops and reports on performance measures for all departmental programs, services and contracts. Results are presented to the Department's management team, staff, and the Board of County Commissioners before being posted on DCJ's website for community review.

In sum, services provided by QSES ensure that departmental operations have fidelity and are delivered in a manner optimizing client outcomes. Nationally, DCJ's research is studied (through corrections publications and national conferences) and recognized in a manner that enhances our reputation with national and state funders.

Program Description

QSES supports the Department's principle of information-based decision making by:

- 1) Conducting process and outcome evaluations of programs and initiatives;
- 2) Presenting research and evaluation studies orally and in writing to internal and external stakeholders;
- 3) Providing ongoing contract monitoring for compliance;
- 4) Providing support for routine and periodic management reporting;
- 5) Monitoring program fidelity through continuous quality improvement process; and
- 6) Making recommendations regarding the research and evaluation process.
- 7) Assuring policies and procedures are written in a way that makes expectations of behavior clear to staff.

Our research and evaluation approach is consistent with the American Evaluation Association's (AEA) 'Guiding Principles for Evaluators.' QSES responsibilities are critical for holding programs and services accountable. Accountability is accomplished by providing data that assesses program impacts, employee performance fidelity and contract compliance. This model ensures data-driven decision making and supports legislative mandates.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of contracts monitored for quality annually	50	50	50	50
Outcome	Percent of adult offenders who do not recidivate one year post admit to supervision	86.0%	90.0%	89.0%	87.0%
Outcome	Percent of youth not re-adjudicated/convicted within 3 years of probation start.	70.0%	71.0%	70.0%	70.0%

Performance Measure - Description

Adult recidivism is measured by new felony conviction.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$586,999	\$0	\$486,697	\$0
Materials & Supplies	\$8,526	\$0	\$8,526	\$0
Internal Services	\$615	\$0	\$795	\$0
Total GF/non-GF:	\$596,140	\$0	\$496,018	\$0
Program Total:	\$596,140		\$496,018	
Program FTE	5.00	0.00	4.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50006, DCJ Quality Systems & Evaluation Services

This program offer reflects a decrease of 1.00 FTE for a position that transferred to another DCJ program.

Lead Agency: Community Justice

Program Contact: James Opoka

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) Human Resources (HR) unit recruits, hires, trains and assists with the management of nearly 635 regular, on-call and temporary employees and 260 volunteers and interns. DCJ HR and training consultants work closely with both internal and external customers to design responsive programs and services. HR staff work with management and members of three different unions to hold employees accountable. The HR unit directly supports the culture and mission of the Department.

Program Description

The HR unit supports 635 regular, on-call and temporary employees and 260 volunteers and interns; 3 union contracts; and 24-hour operations in Juvenile Detention, the Multnomah County Justice Center and the community. HR will continue to:

- 1) Assess diverse organizational and customer (employee) needs to provide strategic direction as well as succession and workforce planning through active participation on management teams;
- 2) Consult with managers and employees about employee and labor relations issues, including performance management, discipline and grievances, recruitment and selection of a highly qualified and diverse workforce, leave administration, layoffs and bumping, and compliance with County Personnel Rules, Department Work Rules, and union contracts;
- 3) Ensure compliance with all laws, rules, regulations, policies and labor agreements so liability and costs of unlawful employment actions are reduced or eliminated;
- 4) Manage the recruitment and selection process, leave administration, discipline and grievance process, layoffs and bumping, and personnel records;
- 5) Manage 257 leave requests and 1,092 personnel transactions in SAP;
- 6) Develop and implement HR initiatives with Central Human Resources and Labor Relations;
- 7) Complete 389 background investigations / records checks on DCJ employees, volunteers, interns, and contractors;
- 8) Coordinate 194 internal and external professional development events necessary to keep qualified employees and meet statutory requirements, and attended by 478 employees;
- 9) Manage 260 volunteers and interns who provide 20,596 hours of service to DCJ programs and services; and
- 10) Coordinate internal employee investigations.

DCJ's HR unit supports the Department's mission and accountability to the public through hiring, training and evaluating competent staff. By hiring qualified people, giving them the tools they need to do their job and supporting management performance, the Department is able to continue changing offender behavior and keeping the community safe.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total internal and external professional development hours provided for staff	3,280	0	3,000	3,000
Outcome	Percent of people of color hired.*	26.3%	0.0%	25.0%	25.0%

Performance Measure - Description

 **Measure Changed**

New measures.

*The percentage of people of color in the Portland/Vancouver PMSA (Portland Metropolitan Statistical Area) Civilian Labor Force 16.5%. This is the legal benchmark used to evaluate whether an employer's workforce is representative of the available labor force in the area the business/organization operates.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$914,592	\$0	\$1,178,670	\$0
Contracts	\$140,204	\$0	\$140,204	\$0
Materials & Supplies	\$80,131	\$0	\$79,322	\$0
Internal Services	\$714	\$0	\$165	\$0
Total GF/non-GF:	\$1,135,641	\$0	\$1,398,361	\$0
Program Total:	\$1,135,641		\$1,398,361	
Program FTE	8.20	0.00	10.20	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50007, DCJ Human Resources

This program offer reflects an increase of 2.00 FTE for positions that transferred from other DCJ programs.

Lead Agency: Community Justice

Program Contact: Ginger Martin

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The rate of mental illness among those incarcerated is two to three times higher than among the general population (Roskes and Feldman 1999). These offenders eventually leave prison or jail and are then supervised in the community, bringing with them a variety of mental health and chronic medical issues. Research indicates that these offenders are likely to have continued contact with the corrections system. The Department of Community Justice (DCJ) provides funding for services that assist Parole/Probation Officers (PPO) in their work with over 270 adult mentally ill offenders annually. This work is essential for stabilizing and decreasing recidivism rates for this specific population and is always coordinated in collaboration with other community-based treatment.

Program Description

Mental Health Services (MHS) helps PPOs access necessary resources for severe and persistent mentally ill adult offenders. Special limited services that benefit this target population are not available without DCJ assistance. MHS provides the following contracted services:

- 1) Mental Health Evaluations -- To determine the best way to achieve supervision compliance for offenders who pose a serious risk to the community, and to identify/determine severity of mental illness;
- 2) Three contracted staff to work with 60 offenders at any one time -- To prepare offenders for community treatment by providing crisis stabilization, access to emergency mental health care and access to basic living needs;
- 3) One psychiatric nurse practitioner -- To provide prescription services; and
- 4) Fifteen residential beds of Dual Diagnosis -- To provide treatment for male offenders who have not been successful in alternate treatment modalities, or who have mental health symptoms that are too severe for less specialized treatment providers.

This program supports public safety by providing a continuum of social services to high and medium risk offenders who require assistance in accessing services. Without these services, many of these offenders would remain unstabilized and would likely return to jail on supervision violations and/or new criminal charges.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of clients that received treatment	137	100	126	130
Outcome	Percent of offenders not recidivating one year post treatment admit	85.0%	0.0%	79.0%	80.0%

Performance Measure - Description

 **Measure Changed**

Recidivism is based on new felony conviction. The outcome measure is new.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$1,150,468	\$0	\$1,176,373	\$0
Total GF/non-GF:	\$1,150,468	\$0	\$1,176,373	\$0
Program Total:	\$1,150,468		\$1,176,373	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50009, Adult Offender Mental Health Services

Lead Agency: Community Justice

Program Contact: Ginger Martin

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Outpatient treatment is an essential part of the alcohol and drug treatment continuum that impacts public safety. At any time, 140 offenders attend these community-based, outpatient treatment programs one to three times per week. Nearly 90% of the participants are classified as high risk and are statistically more likely to commit a new crime if intervention measures are not implemented. The remaining ten percent of participants are referred for treatment from our Medium Risk Unit.

Program Description

Services are provided through contracts with nine non-profit providers who are dually licensed to provide drug and alcohol treatment and mental health services. Outpatient treatment is an option for qualified offenders. Currently contracted treatment programs are equipped to respond to culturally-specific needs, provide comprehensive mental health counseling, assist with job related issues and support housing transitions. All contracted treatment programs use research-based approaches which are geared towards motivating offenders to learn new skills that support a lifestyle free of crime and addiction. In addition, this program offer includes approximately \$60,000 for urinalysis testing at Redwood Toxicology.

Without treatment, offenders are more likely to reoffend and/or end up occupying expensive jail beds. A study published by the Oregon Legislature Public Safety Strategies Task Force (2008) found that drug treatment programs in the community have been shown to reduce criminal re-offense rates by 9%.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served	467	0	486	480
Outcome	Percent of offenders who do not recidivate one year post treatment admit	87.0%	0.0%	92.0%	90.0%

Performance Measure - Description

✔ **Measure Changed**

Recidivism is based on new felony conviction. Participation differs from last year. Previously included counts for grant based programs, e.g. START, REC, AIP, Measure 57, CPR. New outcome measure.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$624,249	\$116,752	\$615,612	\$117,419
Materials & Supplies	\$40,210	\$0	\$40,210	\$0
Internal Services	\$0	\$11,640	\$0	\$13,387
Total GF/non-GF:	\$664,459	\$128,392	\$655,822	\$130,806
Program Total:	\$792,851		\$786,628	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Indirect for dep't Admin	\$9,212	\$0	\$10,851	\$0
Fees, Permits & Charges	\$0	\$2,000	\$0	\$2,000
Intergovernmental	\$0	\$44,892	\$0	\$47,306
Other / Miscellaneous	\$0	\$81,500	\$0	\$81,500
Total Revenue:	\$9,212	\$128,392	\$10,851	\$130,806

Explanation of Revenues

County General Fund plus State Treatment Transition Program \$47,306. This is the budgeted amount for the first half of the FY13-15 biennium; Civil Forfeitures \$81,500. Funds are received from Mult Co. Circuit Court or City of Portland for civil forfeitures seized from clients and turned over to DCJ per ORS 131A360. Amount based on FY13 CYE; Laboratory Drug Testing fees \$2,000. Fee is set at \$9.50 per Board Resolution.

Significant Program Changes

Last year this program was: #50010, Addiction Services-Adult Offender Outpatient

Lead Agency: Community Justice

Program Contact: Ginger Martin

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Residential drug treatment is an essential part of the alcohol and drug treatment continuum that impacts public safety. This offer provides 81 beds of residential drug and alcohol treatment for high risk male offenders and allows courts and Parole/Probation Officers (PPO) an alternative sanction to jail. Past evaluations have shown that these county services effectively reduce re-arrest rates. Eighty-nine percent of offenders who successfully complete treatment do not re-offend one year after exiting treatment (Hamblin and Rhyne 2011).

Program Description

Fifty-two beds serve high risk offenders in a facility specialized in treating males involved with the criminal justice system. The remaining beds are located in three residential facilities within the community. Some of these beds are reserved for specific populations (e.g., sex offenders, East County property offenders). While the length of treatment varies for each individual, the average length of stay for successful completion in residential treatment is 168 days, but may last up to six months. When appropriate, offenders are transported directly from jail to residential treatment, ensuring a drug-free transition.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of male clients participating in treatment	382	0	367	370
Outcome	Percent of program participants that do not recidivate one year post exit	82.0%	0.0%	82.0%	82.0%

Performance Measure - Description

✔ **Measure Changed**

Recidivism is based on new felony conviction. Last year residential participation rate was based only on VOA Men's Residential. This year the numbers include VOA, CODA, DePaul and NARA participants. New measures.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$3,286,121	\$0	\$3,353,135	\$0
Total GF/non-GF:	\$3,286,121	\$0	\$3,353,135	\$0
Program Total:	\$3,286,121		\$3,353,135	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50011, Addiction Services-Adult Offender Residential -Primarily Men

Lead Agency: Community Justice

Program Contact: Ginger Martin

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Residential drug treatment is an essential part of the alcohol and drug treatment continuum that impacts public safety. When residential treatment is successful for women offenders, the long-term collateral costs of re-arrest, re-incarceration and inadvertent consequences for the children of female offenders significantly decline. Eighty-nine percent of offenders who successfully complete treatment do not re-offend one year after exiting treatment (Hamblin and Rhyne 2011).

This program serves 40 residential alcohol and drug treatment beds for high risk female offenders in two facilities. This offer also funds nine beds for dependent children. The current community treatment providers have been in existence for over 19 years and work collaboratively with the Department of Community Justice (DCJ) to treat women with addictions and criminality.

Program Description

This program uses evidence-based practices to address addiction, mental health issues, parenting skills, healthy relationship dynamics, criminality, employment resources and relapse prevention counseling. Regular communication and coordination with a Parole/Probation Officer (PPO) is maintained to develop and implement treatment and supervision plans.

Programs that provide family therapy, childcare and child-rearing services have improved outcomes with regard to treatment completion and reduction of recidivism (National Institute on Drug Abuse 2006; National Institute of Corrections 2005). The National Institute on Drug Abuse (NIDA) reports that drug abuse treatment is cost effective in reducing drug use and bringing about cost savings associated with health care, crime and incarceration. NIDA also reports that gender-specific programs may be more effective for female offenders, especially those with trauma and abuse in their background (2006).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of female offenders participating in treatment	172	173	180	180
Outcome	Percent of offenders who do not recidivate one year post treatment exit	88.0%	0.0%	85.0%	85.0%

Performance Measure - Description

✔ **Measure Changed**

Recidivism is based on new felony conviction. New outcome measure.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$1,728,693	\$0	\$1,767,654	\$0
Total GF/non-GF:	\$1,728,693	\$0	\$1,767,654	\$0
Program Total:	\$1,728,693		\$1,767,654	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50012, Addiction Services-Adult Women's Residential Treatment

Lead Agency: Community Justice

Program Contact: Ginger Martin

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Drug Diversion Drug Court (STOP) contributes to public safety by providing outpatient treatment and supervision to approximately 600 adult offenders each year, with a daily capacity of 275 individuals. STOP holds adults charged with drug offenses accountable while providing them an opportunity for treatment. Those who successfully complete treatment and court requirements have their charges dismissed.

Program Description

STOP serves adults charged with various drug-related offenses. Multnomah County's Drug Court is one of the oldest of its kind that collaborates with criminal justice partners to expedite the court process and offer drug treatment. The treatment component is facilitated by a contracted agency who works closely with the court to provide mental health and drug treatment, employment resources, housing referrals, mentoring, residential treatment referrals and long-term follow-up services. Offenders may attend STOP as frequently as once a week during the first phases of their recovery and as little as one time per month as they stabilize with treatment.

There is a well-researched link between substance abuse and criminal behavior. A recent report from the National Institute of Corrections (NIC) states that half of offenders were under the influence of alcohol or drugs when they committed their current offense (Przybylski 2008). The NIC says, "It is unlikely that recidivism rates can be appreciably reduced without breaking the cycle of substance abuse and crime." This program has proven its effectiveness through independent studies and measures a cost savings to the County of nearly \$1,400 per offender (NPC Research 2003). A ten-year analysis of STOP Drug Court (from 1991 to 2001) published by NPC Research in 2007, showed that STOP reduced re-arrests by 30% compared to eligible defendants who did not go through STOP.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of participants served annually	593	650	600	600
Outcome	Percent of program participants that do not recidivate 1 year post admit	89.0%	0.0%	93.0%	93.0%

Performance Measure - Description

✔ **Measure Changed**

Recidivism is based on new felony conviction. New outcome measure.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$748,223	\$224,232	\$759,455	\$224,151
Internal Services	\$0	\$21,857	\$0	\$21,916
Total GF/non-GF:	\$748,223	\$246,089	\$759,455	\$246,067
Program Total:	\$994,312		\$1,005,522	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Indirect for dep't Admin	\$17,297	\$0	\$17,182	\$0
Fees, Permits & Charges	\$0	\$5,000	\$0	\$5,000
Intergovernmental	\$0	\$241,089	\$0	\$241,067
Total Revenue:	\$17,297	\$246,089	\$17,182	\$246,067

Explanation of Revenues

County General Fund plus State CJC Drug Court Enhancement grant \$241,067. Award ends 6/30/2013. Anticipating funding to be renewed in FY14 at same service level which enhances the Drug Court Program; Drug Diversion Fees from clients \$5,000. All fees collected by DCJ are passed-through to contractor that runs Drug Diversion Program. The majority of these fees are paid directly to the contractor by the client.

Significant Program Changes

Last year this program was: #50013, Addiction Services-Adult Drug Court Program

Lead Agency: Community Justice

Program Contact: Ginger Martin

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The City of Portland has collaborated with Multnomah County and others to address specific issues of chronic offenders within the Portland area. The goal of the coordination team is to reduce offender risk and promote long-term behavioral and attitudinal change.

The Services Coordination Team (SCT) is a system-wide response to chronic and repeat offenders, most of whom are homeless and residing in downtown Portland. The County's Department of Community Justice (DCJ) acts as a pass-through for the treatment component of SCT (currently at the Volunteers of America) and employs one Parole/ Probation Officer (PPO) and one District Attorney specifically assigned to SCT clients.

Program Description

On average, 40 offenders each month receive services (housing assistance, substance abuse treatment, etc.) to decrease their addiction(s) and criminal behavior. Individuals eligible for SCT are identified pre- and post-adjudication. The PPO assigned to this caseload facilitates an individualized intervention plan and coordinates with community partners to address the needs of the offenders. The services available to this population include 12 case managed housing units and 25 alcohol and drug day treatment slots.

The Chronic Offenders Program supports public safety by targeting the most chronic offenders and working to improve livability and safety within the community.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of clients served yearly	52	0	56	55
Outcome	Percent of program participants that do not recidivate one year post admit	86.0%	0.0%	88.0%	88.0%

Performance Measure - Description

 **Measure Changed**

Recidivism is based on new felony conviction. New measures.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Contracts	\$0	\$741,000	\$0	\$726,000
Total GF/non-GF:	\$0	\$741,000	\$0	\$726,000
Program Total:	\$741,000		\$726,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Intergovernmental	\$0	\$741,000	\$0	\$726,000
Total Revenue:	\$0	\$741,000	\$0	\$726,000

Explanation of Revenues

IGA with City of Portland \$726,000. Provides outpatient treatment and housing for 30 male clients identified by the Service Coordination Team. Current IGA through 6/30/2013 and expecting to be renewed at same funding level for FY14.

Significant Program Changes

Last year this program was: #50014, Adult Chronic Offender Program-City Funding

Lead Agency: Community Justice

Program Contact: Christina McMahan

Program Offer Type: Administration

Related Programs:

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

The Department of Community Justice (DCJ) Juvenile Services Division (JSD) supervises the highest percentage of high-risk youth on probation in the entire state. Juvenile Services Management (JSM) leads, supports and monitors Delinquency Intervention, Probation, Accountability, Community Engagement, Treatment, and Detention services for delinquent youth 12-18 years of age, and in the case of probation, youth up to the age of 23. Within these services, managers oversee a variety of programs designed to reduce recidivism as well as the overrepresentation of youth of color in the juvenile justice system in Multnomah County.

Program Description

JSM ensures that JSD protects public safety, provides fair and equitable accountability and delivers cost effective, evidence-based services to delinquent youth and their families. This program is responsible for engaging with the community and collaborating with system partners (e.g., the judiciary, law enforcement, etc) to enhance the coordination and effectiveness of the overall juvenile system. Specific oversight responsibilities include:

- 1) PROBATION AND ACCOUNTABILITY SERVICES - Coordinates and monitors units devoted to probation supervision, sanctioning, connectivity to resources, and accountability, including Community Service and Project Payback, a juvenile restitution program, and Community Detention/Electronic Monitoring programs.
- 2) CUSTODY SERVICES - Responsible for the operations and security of a regional juvenile detention facility. This facility operates 24 hours a day, 7 days a week and serves tri-county youth awaiting subsequent court hearings (including Measure 11 youth), or those serving a sanction.
- 3) PRE-ADJUDICATION, TREATMENT AND COMMUNITY INTERFACE SERVICES – Oversees intake/assessment, prevention/intervention, and adjudication. Provides in-house mental health and alcohol and drug services for delinquent youth (including assessments, case planning, care coordination, and individual/family therapy). Interfaces with youth-serving community resources and agencies to improve access and connectivity.
- 4) DETENTION ALTERNATIVES INITIATIVE PROGRAMMING - Holds youth accountable and protects public safety through shelter care use, residential placement options, and other detention alternative intervention outlets.
- 5) FAMILY COURT SERVICES - Provides mediation, parent education and child custody evaluations, as well as support to the court in dependency matters and system initiatives.

In addition, JSM manages a position that serves as a liaison to the family court judiciary for community-based programs and agencies, coordinates the efforts of the model court program, advocates and implements best practices, staffs judicial meetings, and partners with the Chief Family Law Judge as a point of contact for foster care reform.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of youth in county not referred to DCJ on delinquency matters	97.2%	97.0%	97.0%	97.0%
Outcome	Percent of probation youth not readjudicated/convicted within 3 years	70.0%	71.0%	70.0%	70.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,064,303	\$187,079	\$1,237,399	\$128,744
Contracts	\$208,101	\$6,200	\$179,345	\$414,215
Materials & Supplies	\$247,288	\$13,076	\$141,708	\$18,812
Internal Services	\$31,977	\$11,594	\$60,602	\$54,716
Total GF/non-GF:	\$1,551,669	\$217,949	\$1,619,054	\$616,487
Program Total:	\$1,769,618		\$2,235,541	
Program FTE	8.28	1.52	9.48	1.02
Program Revenues				
Indirect for dep't Admin	\$7,277	\$0	\$42,582	\$0
Intergovernmental	\$0	\$12,923	\$0	\$461,436
Other / Miscellaneous	\$10,000	\$205,026	\$4,744	\$155,051
Total Revenue:	\$17,277	\$217,949	\$47,326	\$616,487

Explanation of Revenues

County General Fund plus Juvenile Informal Restitution \$4,744 which is deposited into the general fund. Revenue is collected from the youth and passed-through to the victim for restitution. Budget based on 3 year average; Annie E. Casey Foundation \$155,051. Amount includes annual grant award of \$150,000 plus projected unspent balance that can be carried forward; Title IV-E reimbursement funds, \$461,436 based on FY14 projection of allowable activity.

Significant Program Changes

Last year this program was: #50016, DCJ Juvenile Services Management

This program offer reflects a net increase of 0.70 FTE for positions that transferred during FY 2013; an increase of 1.00 FTE Office Assistant Sr and a decrease of 0.80 FTE Juvenile Counselor were part of the reorganization to the Juvenile Services Division, plus an increase of a 0.50 FTE Community Justice Manager.

Lead Agency: Community Justice
Program Offer Type: Innovative/New Program

Program Contact: Christina McMahan

Related Programs:

Program Characteristics: One-Time-Only Request

Executive Summary

The Intercept Program is a comprehensive, holistic and intensive array of services provided 24 hours per day, 7 days per week to the families and youth involved in the juvenile justice system as an alternative to or a diversion from out-of-home placement such as foster care, residential treatment centers, or detention. Services are focused on providing a structured, supervised and supportive environment that assists with behavioral stabilization, strengthens individual and family relationships, and uses evidence-based practices and strength-based approaches in dealing with the criminogenic needs of the youth. The Intercept Program is a family-focused program designed to address specific needs in the home of the referred youth. Family Intervention Specialists engage in a wide range of activities in order to address all of the influences that contribute to the youth's referred behaviors.

Program Description

The target population for these in-home services are youth, ages 12 through 18 years, who are at risk for out-of-home placement, and their families. The Intercept Program provides the following array of services: 24-hour crisis intervention; goal development; services for high-risk behaviors; curfew monitoring; alcohol and drug treatment services; individual and family counseling; parenting skills; community mentoring; educational services; transportation; and access to community resources. Family Intervention Specialists providing these intensive services carry caseloads of approximately 5 youth and their families, with a minimum of 3 face-to-face contacts with each family per week (on average) and are available to youth and families 24 hours per day, 7 days per week.

The Intercept Program complements Functional Family Probation Services (FFPS), the case management model used in the Juvenile Services Division (JSD) of the Department of Community Justice (DCJ). The two programs include many of the same service phases, goals and evidence-based practices, but the Intercept Program focuses on treatment and wraparound services rather than case management. In this way, the Intercept Program and FFPS are integrated to provide a broad range of services to youth and families.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth served annually	0	0	0	20
Outcome	Percent of youth who did not penetrate further into the system	0.0%	0.0%	0.0%	80.0%

Performance Measure - Description

New program offer.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Contracts	\$0	\$0	\$293,825	\$0
Total GF/non-GF:	\$0	\$0	\$293,825	\$0
Program Total:	\$0		\$293,825	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes**Last year this program was:**

New Offer for FY14 – This program is being piloted in FY13. This offer provides for the continuation of these services and maintains our ability to provide 10 slots by funding 7 slots, in addition to the approximate 3 slots funded in Offer 50023.

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

The Juvenile Support Services unit supports all aspects of the Juvenile Services Division's (JSD) Administration, Probation, Accountability, Treatment and Custody Services departments. Support Services staff members perform the following functions: a) maintain accurate records internally and in various statewide data systems; b) provide information and referrals to the public and community partners; c) provide administrative and clerical support to division personnel; d) coordinate payroll, property management and purchasing; and e) provide reception coverage.

Program Description

Functions covered by Support Services:

- 1) DATA SERVICES - Provides specialized entry and records maintenance in the statewide Juvenile Justice Information System (JJIS) and the Law Enforcement Data System (LEDS). This team enters warrants into LEDS, provides law enforcement with field access to juvenile Electronic Probation Records (EPR), and expunges juvenile records that meet statutory criteria.
- 2) DOCUMENT AND SUPPORT SERVICES - Works with the District Attorney's Office, State Clerk's Office and other jurisdictions to process adoption. The team maintains all closed juvenile files and processes documents and forms for JSD, the District Attorney's Office, the Department of Human Services and the judiciary.
- 3) The CHILD ABUSE UNIT - Partners with the judiciary, the District Attorney's Office, the Department of Human Services and other agencies to ensure legal compliance regarding service of legal documents affecting the outcome of dependency cases and termination of parental rights cases. They adhere to strict legal deadlines, providing precise records which are vital to the outcome of individual cases.
- 4) GENERAL ADMINISTRATIVE SUPPORT - Entails maintaining juvenile sex offender registration information, performing record checks, providing office support to Counseling, Treatment and Custody units, processing subpoenas, archiving requests, processing payroll, entering data, purchasing equipment, and providing public assistance with general inquiries.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of referrals processed annually	5,055	5,000	4,500	4,200
Outcome	Number of court orders and dispositions processed	1,561	1,500	1,550	1,550

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$877,026	\$0	\$902,071	\$0
Contracts	\$12,400	\$0	\$12,400	\$0
Materials & Supplies	\$68,963	\$0	\$93,780	\$0
Internal Services	\$970,014	\$0	\$1,024,631	\$0
Total GF/non-GF:	\$1,928,403	\$0	\$2,032,882	\$0
Program Total:	\$1,928,403		\$2,032,882	
Program FTE	11.00	0.00	11.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50017, DCJ Juvenile Services Support

Lead Agency: Community Justice

Program Contact: Janice Garceau

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Exposure to parental conflict and the potential loss of a parent through divorce and separation places children at risk for delinquency, teen pregnancy and poor school performance, all of which can lead to a cycle of dysfunction and offending behavior. Family Court Services (FCS) helps keep children safe, parents healthy, families stable and promotes public safety through services to approximately 1,300 at risk families as they go through separation and divorce. Through parent education, mediation, evaluation, information and referral services, FCS stabilizes families involved with the Family Court and plays a critical role in preventing family dysfunction and juvenile delinquency.

Program Description

The Parent Education Program (under FCS) provides divorce and parenting information to over 2,500 Multnomah County parents experiencing the major life transition of separation or divorce. FCS provides child custody mediation to over 1,300 cases a year and conducts approximately 60 child custody evaluations annually to assist families experiencing high levels of conflict. Reducing parental conflict during separation decreases risks for delinquency and teen pregnancy, decreases subsequent litigation and increases children’s meaningful contact with both parents (Wallerstein 1998; Emery 2001; Sarkadi et al. 2008).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of clients satisfied with parent education classes	88.0%	90.0%	89.0%	89.0%
Outcome	Percent of custody/parenting time evaluations resulting in settlement	80.0%	85.0%	80.0%	80.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$37,954	\$809,722	\$38,189	\$846,638
Contracts	\$0	\$51,699	\$0	\$51,699
Materials & Supplies	\$65	\$36,533	\$0	\$34,415
Internal Services	\$6,255	\$147,808	\$0	\$171,161
Total GF/non-GF:	\$44,274	\$1,045,762	\$38,189	\$1,103,913
Program Total:	\$1,090,036		\$1,142,102	
Program FTE	0.25	8.10	0.24	8.31
Program Revenues				
Indirect for dep't Admin	\$72,106	\$0	\$91,345	\$0
Fees, Permits & Charges	\$0	\$1,005,000	\$0	\$959,906
Intergovernmental	\$0	\$40,762	\$0	\$65,143
Other / Miscellaneous	\$0	\$0	\$0	\$78,864
Total Revenue:	\$72,106	\$1,045,762	\$91,345	\$1,103,913

Explanation of Revenues

County General Fund plus Domestic Relation Filing fees \$85,006 (fees vary and are collected by the Multnomah County Circuit Court), Conciliation Fees \$754,900 (\$10 fee), Evaluation Fees \$10,000 (\$1,200 fee, 70% of clients qualify for a waiver), Parent Education Fees \$110,000 (\$55 or \$70 fee). Additional funds of \$78,864 of estimated Beginning Working Capital. Fees are collected per ORS 205.320 and 107.510 to 107.610, and are set by Board Resolution. Fee revenue is based on history of collections; OR Dept of Justice Grant \$65,143. Grant ends 9/30/13. Assuming FY14 at same funding level.

Significant Program Changes

Last year this program was: #50018, DCJ Family Court Services

This program offer reflects an increase of 0.20 FTE Marriage & Family Counselor Asst in FY 2014.

Lead Agency: Community Justice

Program Contact: Janice Garceau

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Family Court Services' Safety First Program helps keep victims of domestic violence and their children safe by providing supervised parenting time and safe exchange services to families impacted by domestic violence. The Safe Havens Supervised Parenting Time and Safe Exchange Program serves approximately 100 families per year. The Office of Violence against Women (OVW) provides funds to support direct supervision and staff training.

Program Description

FCS Safety First Program provides supervised visitation and safe exchange services to at least 100 families a year in the tri-county area. Safety First provides a safe place for victims of domestic violence to accommodate children's visits with an offending parent when such has been ordered. The Safe Havens Program accepts community and court referrals and provides free and/or low cost monitored parenting time and safe exchanges for children and families experiencing domestic violence.

Multnomah and neighboring counties have experienced significant incidences of domestic violence homicides involving both victims and children in recent years. Research identifies the period in which a victim leaves a violent relationship as the highest risk period for increased violence or homicide. Research shows that witnessing domestic violence contributes to children demonstrating depression, aggression, anxiety, and school problems. Older child witnesses are more apt to tolerate violence and be involved in violent relationships. In addition, child abuse and domestic violence co-occur at an overall rate of at least 40%, making children in these families doubly at risk.

The presence of a safe visitation and exchange program in the tri-county area is a critical component of the continuum of services in place in the community to protect victims of domestic violence and interrupt the cycle of children's exposure to violence.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of families served annually	13	120	80	100
Outcome	Number of security incidents during supervised parenting time exchanges	0	4	0	4

Performance Measure - Description

Low count for FY12 families participation is due to program begin date of September 2011.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$41,869	\$83,130	\$89,276	\$130,117
Contracts	\$0	\$64,324	\$5,700	\$43,000
Materials & Supplies	\$130	\$3,810	\$260	\$4,064
Internal Services	\$0	\$15,081	\$6,542	\$20,198
Total GF/non-GF:	\$41,999	\$166,345	\$101,778	\$197,379
Program Total:	\$208,344		\$299,157	
Program FTE	0.50	0.55	1.00	1.28
Program Revenues				
Indirect for dep't Admin	\$11,935	\$0	\$16,371	\$0
Intergovernmental	\$0	\$166,345	\$0	\$197,379
Total Revenue:	\$11,935	\$166,345	\$16,371	\$197,379

Explanation of Revenues

County General Fund plus US DOJ OVW Supervised Parenting Grant \$197,379. Grant ends 9/30/2013, but anticipating grant will be renewed for another year.

Significant Program Changes

Last year this program was: #50019, Family Court Services - Supervised Parenting Time

This program offer adds new 1.23 FTE Program Aide's in FY 2014. 0.73 of the FTE is funded by the US DOJ OVW Supervised Parenting Grant.

Lead Agency: Community Justice

Program Contact: Craig Bachman

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Juvenile Detention protects the community by holding youth in custody when it has been determined that they are a serious risk to public safety and/or are high risk to not appear for court. In FY 2012, over 1,200 youth were brought to Juvenile Detention for intake screening. This offer funds 48 of the 64 beds required to meet the County's daily detention needs and also provides a 16-bed unit (funded by Morrison Child and Family Services) for youth under the jurisdiction of the Division of Unaccompanied Minor Children Services, Office of Refugee Resettlement (ORR).

Program Description

The Juvenile Detention facility has a capacity of 191 beds. Of the 64 beds required to meet the County's daily detention needs, 28 beds are contracted and reserved for Clackamas and Washington Counties. The remaining 36 beds hold high risk Multnomah County youth who are NOT appropriate for community placement. Of those 36 beds, a unit of 16 beds must be kept available for female clients.

Funding for the County's 48 beds allows for Intake and Admissions services and housing arrangements for youth who are awaiting a trial, who are parole violators, who have serious probation violations, or who are out-of-state holds awaiting to be returned to their jurisdiction.

The ability to safely detain delinquent youth is mandated by Oregon law and is essential to community protection. Decisions to hold youth are based on the results of a validated detention screening system. This system has saved Multnomah County millions of dollars by safely diverting lower risk youth into less costly community placement alternatives. The ability to house tri-county youth in one facility maximizes the use of space and provides the flexibility needed to structure units according to age and gender.

The additional 16 bed unit is tied to a grant Morrison Child and Family Services received to provide secure shelter for youth under supervision of the Office of Refugee Resettlement. The majority of these youth are from Mexico and Latin American countries and without parents or guardians in the United States. This is a revenue agreement in which DCJ serves as a subcontractor of Morrison.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average Daily Population	53	0	53	53
Outcome	Facility safety: Number of assaults	18	17	15	15
Outcome	Safety: Use of isolation and room confinement per 100 person days of detention	0.8%	0.9%	1.0%	1.0%

Performance Measure - Description

✔ **Measure Changed**

The output measure of 'Average Daily Population' is a new measure for this program. The calculation is based on all occupied detention beds, including beds contracted with other counties. Desired trend for safety indicators is downward.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$6,079,079	\$558,768	\$6,028,071	\$605,913
Contracts	\$5,297	\$451	\$7,221	\$448
Materials & Supplies	\$265,228	\$241,676	\$261,579	\$248,436
Internal Services	\$834,221	\$79,143	\$817,027	\$96,422
Capital Outlay	\$11,000	\$0	\$11,000	\$0
Total GF/non-GF:	\$7,194,825	\$880,038	\$7,124,898	\$951,219
Program Total:	\$8,074,863		\$8,076,117	
Program FTE	59.00	5.50	57.00	5.50
Program Revenues				
Indirect for dep't Admin	\$62,498	\$0	\$78,152	\$0
Fees, Permits & Charges	\$178,000	\$727,538	\$187,300	\$784,719
Intergovernmental	\$2,947,287	\$152,000	\$2,947,287	\$166,000
Other / Miscellaneous	\$0	\$500	\$0	\$500
Total Revenue:	\$3,187,785	\$880,038	\$3,212,739	\$951,219

Explanation of Revenues

County General Fund offset by Cafeteria/Catering Sales to the public \$187,300. FY14 amount based on three year average; Detention sub-lease to Washington County \$153,609. Annual amount per current lease agreement thru 2016; Detention Bed IGA with Clackamas and Washington County for 14+ beds each assuming daily rate of \$282.69 plus an estimated 12 Beds over minimum @ 282.69 for a total of \$1,447,938, less \$51,099 allocated to Corrections Health = \$1,396,839 each. All deposited into the general fund; Food commodities from the USDA ODE school lunch program for youth in Juvenile detention \$9,000. The value of food supplement is estimated based on the average received in the lower of three prior fiscal years; Funding from USDA ODE school lunch program youth in Juvenile detention \$157,000. Rates through 6/30/2013 are \$1.80 per breakfast served, \$2.79 per lunch served, and \$0.74 per snack served. Anticipating meal count at same level as FY12; Detention pay phone revenue \$500. DCJ receives 10% commission on pay phone usage. Amount based on declining revenues due to decreased phone usage; Contract with Morrison Child & Family Service to provide a 16-Bed secure custody unit for placement of youth referred by the Division of Unaccompanied Children's Services (DUCS), Office of Refugee Resettlement (ORR) \$784,719.

Significant Program Changes

Last year this program was: #50020A, Juvenile Detention Services - 64 Beds

This program offer reflects a 2.00 FTE decrease for positions that transferred to other DCJ programs during FY 2013.

Lead Agency: Community Justice

Program Contact: Craig Bachman

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Juvenile Detention protects the community by holding youth in custody when they have been determined to be a serious risk to public safety and/or are high risk to not appear for court. This offer funds 16 of the 64 beds required to meet the County's daily detention needs.

Program Description

Of the 64 beds required to meet the County's daily detention needs, 28 beds are contracted and reserved for Clackamas and Washington Counties. The remaining 36 beds hold high risk Multnomah County youth who are NOT appropriate for community placement. Of those 36 beds, a unit of 16 beds must be kept available for female clients.

Funding for this offer's 16 beds allows for Intake and Admissions services and housing arrangements for youth who are awaiting a trial, who are parole violators, who have serious probation violations, or who are out-of-state holds awaiting to be returned to their jurisdiction.

In FY 2012 over 1,100 youth were brought to Juvenile Detention for intake screening. The ability to safely detain delinquent youth is mandated by Oregon law and is essential to community protection. Decisions to hold youth are based on the results of a validated detention screening system developed over the past 15 years. This system has saved Multnomah County millions of dollars by safely diverting lower risk youth into less costly community placement alternatives. The ability to house tri-county youth in one facility maximizes the use of space and provides the flexibility needed to structure units according to age and gender.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average Daily Population	17	0	17	17
Outcome	Facility Safety: Number of assaults	6	5	5	5
Outcome	Safety: Use of isolation and room confinement per 100 person days of detention	0.8%	0.9%	1.0%	1.0%

Performance Measure - Description

 **Measure Changed**

The output measure of 'Average Daily Population' is a new measure for this program. The calculation is based on all occupied detention beds, including beds contracted with other counties. Desired trend for safety indicators is downward.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$636,564	\$0	\$654,426	\$0
Contracts	\$0	\$0	\$500	\$0
Materials & Supplies	\$62,294	\$0	\$61,664	\$0
Total GF/non-GF:	\$698,858	\$0	\$716,590	\$0
Program Total:	\$698,858		\$716,590	
Program FTE	6.00	0.00	6.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program ChangesLast year this program was: #50020B, Juvenile Detention Services - 16 Beds

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

One of the key components for supervision of pre-adjudicated, at risk youth is to allow for qualified youth to remain at home or in community placements while awaiting court processing. The Community Detention / Electronic Monitoring (CD/EM) program provides supervision and support while reserving the use of costly detention bed spaces for higher risk youth. The research published by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) shows that detaining low risk offending youth makes it more likely they will re-offend after they return to the community.

Program Description

This program serves as an immediate sanction for youth who have gone to court and need additional support to assure compliance with probation. This program serves approximately 230 youth annually.

CD/EM is comprised of four levels of supervision. All youth start out being placed on the highest level and are reduced in their level of supervision based on their performance.

While on CD/EM, each youth must make several daily phone calls to the CD/EM office for required check-ins. CD/EM staff conduct face to face visits at home, school and place of employment (referred to as field visits) to assure program compliance and that conditions of release are being followed. Field visits are random and are conducted 7 days a week, 365 days a year. Each youth is reviewed weekly by the team to measure client compliance. The goal of the program is for each youth to comply with the court ordered release conditions and successfully complete the program.

Multnomah County Juvenile Services Division (JSD) is a national model site for Juvenile Detention Alternatives Initiative (JDAI). JDAI's success is dependent on having detention alternative programs which use the least restrictive means for youth who are involved in the court process. Without alternatives to detention, Multnomah County JSD would detain nearly 300 additional youth per year.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth served	228	210	230	230
Outcome	Percent of youth who attend their court appearance	95.0%	97.0%	95.0%	95.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$279,042	\$245,426	\$0	\$0
Contracts	\$33,150	\$0	\$301,823	\$292,346
Materials & Supplies	\$780	\$520	\$0	\$0
Internal Services	\$14,110	\$24,521	\$14,225	\$33,327
Total GF/non-GF:	\$327,082	\$270,467	\$316,048	\$325,673
Program Total:	\$597,549		\$641,721	
Program FTE	2.69	2.31	0.00	0.00
Program Revenues				
Indirect for dep't Admin	\$19,405	\$0	\$27,013	\$0
Intergovernmental	\$0	\$270,467	\$0	\$325,673
Total Revenue:	\$19,405	\$270,467	\$27,013	\$325,673

Explanation of Revenues

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$285,548. This is the budgeted amount for the first half of the FY13-15 biennium. Title IV-E reimbursement funds, \$40,125 based on FY14 projection of allowable activity.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #50021, Juvenile Community Detention/Electronic Monitoring

This program offer eliminates 6.00 FTE in FY 2014 which includes 5.00 FTE Juvenile Counselors, 0.50 FTE Office Assistant Sr and 0.50 FTE Community Justice Manager. During FY 2013 the Office Assistant Sr and Community Justice Manager transferred from another DCJ program (refer # 50025). In FY14 program services will be provided through a community based contractor.

Lead Agency: Community Justice

Program Contact: Christina McMahan

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Juvenile detention alternatives in the form of short-term shelter and residential placements protect the public by safely supervising identified high risk youth in the community. Many of these youth are Latino and African American juvenile offenders. By placing these youth in culturally appropriate placements (short-term shelter care or treatment foster care), the disproportionate confinement of minority youth drops significantly. Juvenile shelter and residential placements additionally save the County significant funding each year while preserving public safety.

Program Description

Oregon Revised Statute (ORS) 419C.145 defines the circumstances under which a juvenile offender may be placed in custody. A youth having committed a felony crime, accumulated a history of warrants for failure to appear in court, engaged in probation or conditions of release violations, or participated in certain person to person misdemeanors, is eligible for custody. Further stipulated in this statute are mandates that allow these youth to be released to a parent, shelter or other responsible party as long as their release does not endanger the welfare of the community or the youth. In FY 2012, shelter and residential placements served approximately 125 high risk youth 12-18 years old. While in care, these youth attend school, participate in treatment and work with an assigned juvenile probation officer.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth served	124	130	125	125
Outcome	Percent of youth who do not leave the shelter during their stay	69.0%	75.0%	70.0%	70.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$144,218	\$455,286	\$107,707	\$515,317
Internal Services	\$0	\$45,392	\$0	\$58,746
Total GF/non-GF:	\$144,218	\$500,678	\$107,707	\$574,063
Program Total:	\$644,896		\$681,770	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Indirect for dep't Admin	\$35,922	\$0	\$47,615	\$0
Intergovernmental	\$0	\$500,678	\$0	\$574,063
Total Revenue:	\$35,922	\$500,678	\$47,615	\$574,063

Explanation of Revenues

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$507,188. This is the budgeted amount for the first half of the FY13-15 biennium. Title IV-E reimbursement funds, \$66,875 based on FY14 projection of allowable activity.

Significant Program Changes

Last year this program was: #50022, Juvenile Shelter & Residential Placements

Lead Agency: Community Justice

Program Contact: Deena Corso

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Intake, Assessment, Intervention and Adjudication (IAIA) carries an average daily caseload of 100 children (under 12) and youth (12-18). Youth who are at imminent risk of becoming chronic juvenile offenders are identified; supervision and services are provided to 300 juvenile offenders annually. In FY 2012, 80% of IAIA youth did not re-offend in the one year follow-up period.

IAIA conducts daily intakes, responds to victim and public inquiries, and administers delinquency risk assessments. These assessments identify and divert low risk youth from further penetration into the justice system and funnel the highest risk youth to adjudication and probation services in order to effectively use scarce, public resources. IAIA holds targeted medium risk juvenile offenders accountable, provides intervention and supervision, and aligns youth with other services designed to reduce recidivism, repair harm to victims and prevent school drop-outs. Families with children under 12 are provided with appropriate community resources.

The District Attorney's Office relies on IAIA to review police reports of divertible misdemeanor and felony cases. Judges rely heavily on IAIA to provide critical information and technical support for daily court docketing and proceedings.

Program Description

IAIA reviews law enforcement reports and facilitates documentation and communication with the District Attorney's Office for charging decisions, provides valuable information and referral services to the public, and facilitates victim services as mandated by Oregon Victims' Rights Law. IAIA staff monitor the daily court docket, assist the Juvenile Court with dependency matters, set court proceedings in motion, and collaborate with Deputy District Attorneys, defense attorneys, State Court Clerk's Office, and Judicial Officers concerning matters of law and court processes including preparation of court reports and recommendations. IAIA staff represent the Juvenile Services Division during these court proceedings.

IAIA administers standardized, comprehensive delinquency risk assessments to identify children and youth who are at the highest risk to reoffend. Children age 13 and under who commit serious acts such as arson and felony assault are assessed and referred to specialized services. Medium risk youth age 12 and older are assessed and held accountable via contracts such as Formal Accountability Agreements (FAA), instead of formal probation. FAA conditions include community service, restitution, skill building groups and treatment services. IAIA youth who do not comply with agreements or who continue to demonstrate unsafe, illegal behavior can be taken to court and placed on formal probation.

This program offer also provides additional restorative justice principles within school settings. Youth learn how to effectively navigate peer and teacher relationships and resolve conflicts that often lead to suspensions and/or expulsions. These preventative principles contribute to keeping kids engaged in school and away from the slippery slope that leads to the formal justice system.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth diverted from juvenile system	1,098	900	1,000	1,000
Outcome	Diverted youth are not referred for new criminal referral within 12 months	80.0%	80.0%	77.0%	80.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,389,336	\$152,604	\$1,315,500	\$159,190
Contracts	\$32,000	\$0	\$110,430	\$0
Materials & Supplies	\$12,241	\$0	\$12,501	\$0
Internal Services	\$0	\$15,214	\$0	\$18,148
Total GF/non-GF:	\$1,433,577	\$167,818	\$1,438,431	\$177,338
Program Total:	\$1,601,395		\$1,615,769	
Program FTE	14.00	1.50	12.50	1.50
Program Revenues				
Indirect for dep't Admin	\$12,040	\$0	\$14,710	\$0
Intergovernmental	\$0	\$167,818	\$0	\$177,338
Total Revenue:	\$12,040	\$167,818	\$14,710	\$177,338

Explanation of Revenues

County General Fund plus Portland Public Schools Grant \$177,338. Agreement ends 6/30/2013 and covers 75% of personnel costs, plus indirect. Anticipating funding will continue under the same terms into FY14.

Significant Program Changes

Last year this program was: #50023, Juvenile Delinquency Risk Assessment, Court Services, and Informal Probation Services (DRACSIPS)

This program offer reflects a net 1.50 FTE decrease. This decrease includes 1.00 FTE Juvenile Counselor that ended in FY 2013. The remaining net 0.50 FTE decrease is for positions that transferred to/from other DCJ programs during FY 2013.

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Juvenile Female Probation Services (JFPS) promotes public safety by annually supervising about 50 high and medium risk female offenders, ages 12 to 18 years old. JFPS improves public safety by using appropriate gender-specific approaches to hold youth accountable for their actions and prevents them from committing new crimes.

Program Description

JFPS works in partnership with the youth, family and the community in holding youth accountable while also supporting efforts to repair harm to victims. The mission of JFPS is to provide effective gender-specific case management and programming to medium and high risk adjudicated females. This program acknowledges differences between males and females as it relates to learning, socialization, relationship styles and life experiences. This approach incorporates evidence-based intervention techniques that are specific to the needs of this population.

Each female's case is directed by a range of comprehensive risk assessments that review drug abuse, violence, trauma, child sexual exploitation and mental health issues. Juvenile probation officers meet with the youth and their families in the client's home, school, residential placements and other community settings. Probation officers employ Functional Family Probation Services (FFPS), an evidence based case management model that has proven results in reducing recidivism among juvenile offenders. In addition to implementing FFPS, a probation officer monitors compliance with court ordered conditions, progress in treatment, victim restoration, a client's living situation and school attendance/employment. If a youth is not in compliance, the probation officer holds the youth accountable and imposes sanctions ranging from community service to detention

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth supervised annually	50	95	50	50
Outcome	Percent of youth who did not penetrate further into the system	82.0%	95.0%	85.0%	85.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$230,962	\$77,719	\$244,665	\$77,340
Materials & Supplies	\$8,075	\$0	\$6,060	\$0
Internal Services	\$0	\$7,749	\$0	\$7,734
Total GF/non-GF:	\$239,037	\$85,468	\$250,725	\$85,074
Program Total:	\$324,505		\$335,799	
Program FTE	2.24	0.76	2.30	0.70
Program Revenues				
Indirect for dep't Admin	\$6,132	\$0	\$6,063	\$0
Intergovernmental	\$0	\$85,468	\$0	\$85,074
Total Revenue:	\$6,132	\$85,468	\$6,063	\$85,074

Explanation of Revenues

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP) funds \$85,074. This is the budgeted amount for the first half of the FY13-15 biennium. Funding must be allocated to evidence-based programs.

Significant Program Changes

Last year this program was: #50024, Juvenile Female Probation Services

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Juvenile Sex Offender Probation Supervision (JSOPS) protects public safety by holding approximately 100 adolescent sex offenders responsible for their actions. These youth are predominantly males 12-18 years of age. They have appeared before a judge or referee and received special court ordered conditions and sanctions pertaining to their sexual offending behavior. The Court orders these youth to be supervised by JSOPS for a duration that often extends into an offender's early 20s. Juvenile Court Counselors (JCC) regularly communicate with schools and law enforcement about the status of these offenders. This offer also includes specialized outpatient treatment services for non court involved children/youth ages 4 – 18 with sexually acting out behaviors.

Program Description

The Juvenile Sex Offender Probation staff supervise adolescent sex offenders with court ordered conditions. This program has three primary goals:

- 1) Youth will not commit new sexual offenses or any other crimes;
- 2) Youth will be in school/training or be employed; and
- 3) Youth will be actively engaged in appropriate sex offender treatment.

JCCs employ Functional Family Probation Services (FFPS), an evidence-based care management model that has proven results in reducing recidivism among juvenile offenders. JCCs monitor youth at home, in school, in treatment, and in the community. They collect DNA samples and ensure that youth are photographed and fingerprinted for the Oregon State Police Sex Offender Registry. JCCs meet frequently with assigned youth and use polygraph exams to monitor compliance with court orders, safety plans, probation case plans and sex offender treatment. Services are adjusted and sanctions swiftly imposed when a youth fails to follow conditions of supervision. Evidence-based practices show that juvenile sexual offending is most effectively addressed through supervision, treatment and accountability (Association for the Treatment of Sex Abusers 2002). JSOPS JCCs follow these practices and receive training on current research and best practices.

The treatment modalities applied include: individual, group and family therapy; intensive case management; and psychiatric services. Treatment helps clients learn new skills to prevent sexual acting out, addresses existing trauma issues, assists with developing appropriate social skills, and promotes healthy parenting skills. Interrupting sexual offending behaviors through these services prevents the accumulation of more victims and prevents young people from a life-long entanglement in criminal justice systems. Without access to this type of specific programming, many children/youth will not receive the appropriate treatment they need and would therefore, likely enter more restrictive and more expensive treatment settings within secure facilities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth supervised annually	89	100	90	90
Outcome	Percent of youth who did not penetrate further into the system	98.0%	97.0%	95.0%	95.0%

Performance Measure - Description

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$602,855	\$13,713	\$651,933	\$0
Contracts	\$325,000	\$0	\$332,313	\$0
Materials & Supplies	\$6,391	\$0	\$4,283	\$0
Internal Services	\$240	\$1,367	\$90	\$0
Total GF/non-GF:	\$934,486	\$15,080	\$988,619	\$0
Program Total:	\$949,566		\$988,619	
Program FTE	5.87	0.13	6.00	0.00
Program Revenues				
Indirect for dep't Admin	\$1,082	\$0	\$0	\$0
Intergovernmental	\$0	\$15,080	\$0	\$0
Total Revenue:	\$1,082	\$15,080	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50025A, Juvenile Sex Offender Probation Supervision and 50025B - Juvenile Sex Offender Treatment

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Gang violence and disproportionate minority contact (DMC) of African American and Latino youth in the justice system are serious issues within Multnomah County. In the late 1980s, Multnomah County saw an increase in gang recruitment, drug sales, violence and gang activity. Today, gang activity is not only increasing in Multnomah County, it is spreading. Latino gangs have established themselves east of 122nd street and their high risk activities have increased in recent years. In 2005, the Oregon Legislature established a funding stream to enhance important law enforcement activities in the eastern part of Multnomah County via the East Metro Gang Enforcement Team (EMGET).

Program Description

EMGET includes a partnership between the Gresham Police Department, the Multnomah County Sheriff's Office, and other east county law enforcement agencies. In order to reduce the impact of criminal street gangs on citizens, schools, businesses and neighborhoods of Gresham, Fairview, Troutdale, Wood Village and unincorporated areas of east Multnomah County, the EMGET exercises five major strategies: 1) provides a high level of coordinated law enforcement; 2) locates and identifies individuals affiliated with criminal street gangs; 3) gathers and shares intelligence information related to criminal street gang activity; 4) investigates crimes associated with criminal street gangs; and 5) provides an increased level of police presence in known or suspected ceremonial street gang affected areas.

EMGET conducts monthly, multi-agency, coordinated missions and holds quarterly meetings (open to the public) to release the latest numbers/data related to criminal street gang contacts, weapons seized, arrests of gang members and EMGET cases referred for prosecution.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of outreach/contacts with suspected gang members/associates	1,196	1,300	900	1,000
Outcome	Number of gang-activity related criminal arrests	270	250	240	240

Performance Measure - Description

Data in the performance measures were gathered from City of Gresham East Metro Gang Enforcement Team.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$581,689	\$0	\$544,771
Internal Services	\$0	\$8,953	\$0	\$10,772
Total GF/non-GF:	\$0	\$590,642	\$0	\$555,543
Program Total:	\$590,642		\$555,543	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Intergovernmental	\$0	\$590,642	\$0	\$555,543
Total Revenue:	\$0	\$590,642	\$0	\$555,543

Explanation of Revenues

Oregon Youth Authority Gang Transition Services (GTS) funds \$555,543. This is the budgeted amount for the first half of the FY13-15 biennium.

Significant Program Changes

Last year this program was: #50026, Juvenile East Metro Gang Enforcement Team (EMGET)

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Studies have shown that if young people can successfully leave a gang within a year or two of joining, they are likely to avoid a variety of negative life outcomes, including chronic reoffending (Greene and Pranis 2007). The Resource Intervention Services to Empower Unit (RISE) supervises approximately 200 high risk, gang-involved offenders annually. RISE's work promotes public safety by reducing juvenile crime, preventing disproportionate numbers of minority youth from entering a correctional facility, and assisting high risk youth of color to change their lives.

Program Description

The Resource Intervention Services to Empower Unit (RISE) provides probation supervision to high risk, gang-involved offenders using strategies that are tailored to each youth's issues, strengths, needs, culture and environmental influences. Public safety requires diverse community collaboration. RISE is an integral member of the Community Healing Initiative (CHI) which is grant funded. This grant funded project uses an inter-disciplinary approach to develop and implement plans for positive youth development, family support and community protection. RISE also partners with the police, Adult Parole/Probation Officers (PPO) and the community to gather intelligence that helps dismantle gang activity. In partnership with the CHI interdisciplinary team, Juvenile Court Counselors (JCC) develop probation case plans that establish enforceable expectations and address victim restitution. Along with holding gang youth accountable through specialized supervision and sanctions, Juvenile Counselors coordinate treatment (e.g. mental health and drug abuse) and interventions designed to address anti-social behavior. Skill building, mentoring, educational advocacy and the incorporation of positive age appropriate activities are all used to counter gang involvement.

Gang activity continues to be a major concern in Multnomah County. RISE focuses on the highest risk offenders by utilizing Functional Family Probation Services (FFPS), an evidence-based case management model that has proven results in reducing recidivism and promoting accountability among juvenile offenders. Interventions that take place in this program include: intensive family-based counseling, specialized youth treatment, culturally appropriate services, employment training opportunities, positive peer influences, and community support systems.

This program offer also provides for contracted Intercept Program services, a comprehensive, holistic and intensive array of services provided to the families and medium-to-high risk youth involved in the juvenile justice system as an alternative to or a diversion from out-of-home placement such as foster care, residential treatment centers, or detention.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth supervised annually	238	200	240	240
Outcome	Percent of youth who did not penetrate further into the system	92.0%	92.0%	93.0%	93.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$372,105	\$675,211	\$157,066	\$696,127
Contracts	\$122,768	\$75,825	\$55,268	\$81,810
Materials & Supplies	\$80,576	\$23,067	\$33,553	\$23,067
Internal Services	\$123,086	\$73,788	\$37,947	\$87,936
Total GF/non-GF:	\$698,535	\$847,891	\$283,834	\$888,940
Program Total:	\$1,546,426		\$1,172,774	
Program FTE	4.02	6.65	1.46	6.54
Program Revenues				
Indirect for dep't Admin	\$58,116	\$0	\$71,009	\$0
Intergovernmental	\$0	\$847,891	\$0	\$888,940
Total Revenue:	\$58,116	\$847,891	\$71,009	\$888,940

Explanation of Revenues

County General Fund plus Federal Juvenile Accountability Block Grant \$55,409. The grant funds \$110,818, of which 50% goes to the DA. DCJ meets the required 10% CGF match of 12,313 with personnel costs; Oregon Youth Authority (OYA) Flex Fund Grant \$115,095. This is the budgeted amount for the first half of the FY13-15 biennium; Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$718,436. This is the budgeted amount for the first half of the FY13-15 biennium.

Significant Program Changes

Last year this program was: #50027, Juvenile High Risk Unit - RISE

This program offer reflects the decrease of 2.67 FTE; during FY 2013 a 1.00 FTE Office Assistant Sr and a 1.00 FTE Juvenile Counselor transferred to other DCJ programs as part of the reorganization to the Juvenile Services Division, in FY 2014 a 0.67 FTE Program Coordinator is eliminated.

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Low Risk Unit promotes public safety and accountability by annually supervising 80 youth, ages 12-18 years old. By appropriately classifying and supervising youth according to risk, low youth can be held accountable for their actions without further penetrating the Juvenile Justice System. Best practices stipulate the need for low risk youth services to be separate from high risk youth services. The Low Risk caseload focuses on providing access to services and interventions such as community service and project payback.

Program Description

The low risk caseload works in partnership with the youth, family, and the community in holding youth accountable, supporting efforts to repair harm, assisting the youth in creating a healthy identity, and reconnecting the youth to the community in ways that reduce recidivism and support the youth's success. The low risk caseload is designed for youth who are placed on formal probation but are assessed as low risk according to the Oregon Juvenile Crime Prevention Risk Assessment Tool (OJCP). The OJCP assessment tool measures a youth's risk to re-offend. In addition to supervising low risk probation youth from Multnomah County, this unit also supervises Interstate Compact and courtesy cases from other Jurisdictions.

By having a stand alone caseload specifically designed for low risk youth offenders, the Department of Community Justice (DCJ) can focus on accountability measures for youth such as paying restitution and completing community service. A low risk juvenile unit allows DCJ to appropriately allocate limited resources while ensuring that all youth placed on formal probation receive supervision.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth supervised annually	65	80	80	80
Outcome	Percent of youth who did not penetrate further into the system	100.0%	99.0%	99.0%	99.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$152,605	\$0	\$106,127	\$0
Materials & Supplies	\$260	\$0	\$260	\$0
Total GF/non-GF:	\$152,865	\$0	\$106,387	\$0
Program Total:	\$152,865		\$106,387	
Program FTE	1.50	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50028, Juvenile Low Risk Unit

This program offers reflects the decrease of 0.50 FTE Juvenile Counselor that transferred to another DCJ program during FY 2013 as part of the reorganization to the Juvenile Services Division.

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Community Service and Project Payback (CSPP) Program includes a number of components and services that together constitute an effective public safety investment that serves approximately 400 juveniles per year. The program's purpose is to hold juvenile offenders accountable and provide them with opportunities to repair harm to victims and the community. CSPP provides youth with opportunities to earn money to repay victims and give back to the community. In FY 2012, CSPP youth performed approximately 3,000 hours of community services.

Beginning FY 2014, CSPP will be run in conjunction with Adult Community Service--Formal Supervision (offer #50046). The administration of adult and juvenile community service programs is very similar. Centralizing the administration will allow for the coordination of fleet, crew equipment and other supplies, thereby improving the efficiency of these two programs.

Program Description

CSPP provides youth with opportunities to complete court mandated community service and pay victims restitution. Youth in Project Payback can earn money for court ordered fiscal obligations and payments to the State Victims' Crime Fund. All youth participating in community service or Project Payback are doing so as a condition of their probation, Formal Accountability Agreement (FAA) or sole sanction.

By utilizing the National Restorative Justice Model, CSPP empowers youth to repair the harm they caused victims. The participants in the program include informally sanctioned, post-adjudicated and Measure 11 youth who are currently under the Department's supervision.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of hours of community service performed	3,040	2,800	3,000	3,000
Outcome	Number of restitution paid (dollars)	91,500	72,000	86,500	86,500

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$568,986	\$0	\$242,636	\$0
Contracts	\$0	\$95,088	\$0	\$93,857
Materials & Supplies	\$30,140	\$0	\$30,775	\$0
Internal Services	\$69,622	\$9,480	\$64,397	\$10,711
Total GF/non-GF:	\$668,748	\$104,568	\$337,808	\$104,568
Program Total:	\$773,316		\$442,376	
Program FTE	6.00	0.00	2.50	0.00
Program Revenues				
Indirect for dep't Admin	\$7,502	\$0	\$8,674	\$0
Intergovernmental	\$0	\$104,568	\$0	\$104,568
Total Revenue:	\$7,502	\$104,568	\$8,674	\$104,568

Explanation of Revenues

County General Fund plus IGA with COP Water Bureau through 6/30/2016 to provide youth work crew for outdoor maintenance and landscape services to the Bureau of Water Works at locations throughout the City. IGA is for \$75,000 each fiscal year; IGA with Metro for \$29,568 to provide youth work crew through Project Payback for twice weekly litter pick-up. Proceeds used for victim restitution. Anticipating funding will be at the same level for FY14.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #50029, Juvenile Community Service & Project Payback Program

This program offers reflects the decrease of 3.50 FTE; during FY 2013 2.00 FTE transferred to other DCJ programs, in FY 2014 1.50 FTE are eliminated consisting of 1.00 FTE Community Works Leader and .50 FTE Community Justice Manager. In FY14 the operation of this program will be merged with the Adult Community Service program (Offer 50046).

Lead Agency: Community Justice

Program Contact: Deena Corso

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Residential Alcohol and Drug (RAD) Program is an important public safety program that serves the County's juvenile justice population. RAD is a secure treatment program for high risk probation youth with serious drug and alcohol abuse, chronic offending behaviors, and mental health issues. RAD is a "last chance" resource for youth who have been unsuccessful in community-based treatment and are facing commitment to a youth correctional facility.

Program Description

RAD is an 16-bed secure residential treatment unit located in the Department of Community Justice's (DCJ) detention facility. The secure facility environment prevents highly addicted and impulsive clients from using drugs, reoffending or running away. The average length of stay is 126 days. It is co-managed by DCJ and Morrison Child and Family Services and provides intensive drug and alcohol services to high risk male and female juvenile probationers.

While in treatment, youth attend school, receive addiction treatment, mental health services, family therapy, life skills training and participate in pro-social activities that support sobriety. RAD differs from community-based alcohol and drug treatment programs by its ability to address delinquency, aggression and gang involvement as well as addiction and mental health issues. Clients are also offered the opportunity to complete restitution/community service, and are provided client-specific transition plans that support sobriety, school enrollment and vocational/employment placement.

In the June 2011 publication by the National Center on Addiction and Substance Abuse the authors note that adolescent drug use in general has reached epidemic proportions. They further note that the prevalence figures noted in their publication are under-reported given that they do not include youth in juvenile incarceration or who have dropped out of high school. This is a critical observation given that rates of substance use and abuse are even higher among these populations (Aloise-Young, P.A., et.al. 2002). Dr. Jeffrey Butts (2008) reports that the percentage of youth having drug abuse problems increasing as they move deeper into the juvenile justice system. This is manifested by 26% of youth referred to juvenile justice intake reporting drug abuse behaviors, as compared to the 49% of juvenile detainees exhibiting drug abuse behaviors. Due to the process by which the adolescent brain develops, teens are more likely to engage in risky behavior and ignore consequences of same. Therefore, it is during adolescence that intervention and treatment of substance abuse becomes most critical.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth served	66	65	65	65
Outcome	Percent of youth completed treatment	56.3%	74.5%	73.9%	75.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$84,227	\$773,038	\$181,991	\$773,646
Contracts	\$317,875	\$564,757	\$344,856	\$564,757
Materials & Supplies	\$16,142	\$6,097	\$13,863	\$6,092
Internal Services	\$129,006	\$133,986	\$134,589	\$144,199
Total GF/non-GF:	\$547,250	\$1,477,878	\$675,299	\$1,488,694
Program Total:	\$2,025,128		\$2,163,993	
Program FTE	0.18	7.82	1.02	7.48
Program Revenues				
Indirect for dep't Admin	\$106,033	\$0	\$115,051	\$0
Intergovernmental	\$0	\$1,477,878	\$0	\$1,488,694
Total Revenue:	\$106,033	\$1,477,878	\$115,051	\$1,488,694

Explanation of Revenues

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP) funds \$722,048. This is the budgeted amount for the first half of the FY13-15 biennium. Funding must be allocated to evidence-based programs; Behavioral Rehabilitation Services (BRS), a form of Medicaid \$766,646. Estimate based on FY13 CYE.

Significant Program Changes

Last year this program was: #50030, Juvenile Secure Residential A&D Treatment (RAD)

This program offer reflects the increase of a 0.50 FTE Community Justice Manager that transferred from another DCJ program during FY 2013.

Lead Agency: Community Justice

Program Contact: Deena Corso

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Assessment and Treatment for Youth and Families (ATYF) is a unique public safety program serving medium and high risk probation youth with substance abuse, mental health and/or behavioral problems who cannot be effectively treated in community-based programs because of severe delinquency. ATYF provides clinical assessments and outpatient treatment to 140 probationers per year. In conjunction with these services, this program also provides mental health care coordination and intervention to over 300 detained youth each year. In FY 2011, approximately 65% of youth did not recidivate one year after ATYF program involvement--closely matching the overall recidivism rate for juveniles, despite serving a more challenging population.

Program Description

ATYF therapists administer an evidence-based clinical assessment, the Global Appraisal of Individual Needs (GAIN) which provides a comprehensive analysis of the youth's risks and needs, including specialized assessment and screening for youth adjudicated for fire setting charges. The therapists also develop and provide clinical recommendations to help the courts with dispositional planning. This increases the likelihood that youth will receive appropriate treatment without compromising community safety.

ATYF therapists provide outpatient individual and family treatment using an evidence-based model, Multidimensional Family Therapy (MDFT). Services are provided in the youth's home, the clinic office, school and other community settings and focus on changing anti-social behaviors and reducing drug and alcohol use. Additionally, ATYF provides two Mental Health Consultants (MHC) for youth held in detention. Many of the youth served by these MHCs exhibit an array of mental health issues that require specialized care. The two MHCs in detention also assess for levels of intensity for youth at risk of suicide. They are essential qualified mental health professionals required to assess and recommend any reduction in a suicide watch or transfer to a hospital upon release from detention.

Research shows that youth with untreated substance abuse issues are nearly ten times more likely to become chronic reoffenders. Delinquent youth who receive substance abuse treatment have fewer re-arrests, convictions and detention visits (Cuellar, Markowitz and Libby 2004). ATYF keeps at-risk youth from reoffending and penetrating deeper into the justice system by linking them to treatment services that change their delinquent thinking and behaviors. The program also completes assessments for the Juvenile Division's Residential Alcohol & Drug (RAD) program and provides the critical service of ongoing in-home and in-school treatment for youth unable to be served in the community because of delinquent and runaway behaviors.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of non-custodial youth served	139	150	140	140
Outcome	Percent of youth referred to treatment following assessment	50.0%	50.0%	51.0%	50.0%
Output	Number of custodial youth served	0	0	300	300

Performance Measure - Description

Number of custodial youth served output measure is new. No data available from previous years.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$56,896	\$1,131,348	\$103,003	\$1,184,175
Contracts	\$0	\$56,000	\$0	\$67,836
Materials & Supplies	\$14,377	\$12,398	\$16,377	\$12,658
Internal Services	\$14,779	\$119,615	\$16,208	\$129,284
Total GF/non-GF:	\$86,052	\$1,319,361	\$135,588	\$1,393,953
Program Total:	\$1,405,413		\$1,529,541	
Program FTE	0.55	10.45	0.92	11.08
Program Revenues				
Indirect for dep't Admin	\$94,660	\$0	\$101,968	\$0
Intergovernmental	\$62,568	\$1,319,361	\$70,000	\$1,393,953
Total Revenue:	\$157,228	\$1,319,361	\$171,968	\$1,393,953

Explanation of Revenues

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP) funds \$765,667. This is the budgeted amount for the first half of the FY13-15 biennium. Funding must be allocated to evidence-based programs; State Youth Development Council funds \$404,012. This is the budgeted amount for the first half of the FY13-15 biennium; Medicaid insurance reimbursement for FQHC eligible services from Verity, CareOregon, and DMAP \$123,532. Plus an additional \$70,000 in FQHC wraparound payments that post to the general fund. Revenue based on 3 year average using FY13 CYE; Title IV-E reimbursement funds, \$100,742 based on FY14 projection of allowable activity.

Significant Program Changes

Last year this program was: #50032, Juvenile Assessment & Treatment for Youth & Families (ATYF)
This program offer adds a new 1.00 FTE Case Manager 1 in FY 2014 that is funded by Title IV-E reimbursement funds.

Lead Agency: Community Justice

Program Contact: Thach Nguyen

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Culturally Specific Intervention Services (CSIS) provides culturally specific services to medium and high risk African American and Latino youth and their families through the Community Healing Initiative (CHI). CHI is a family- and community-centered collaboration designed to stop youth and gang violence in Multnomah County by addressing its root causes. This collaborative paradigm between the County's Department of Community Justice (DCJ), Department of County Human Services (DCHS) and community based providers is a joint system responsibility that entails shared financial resources and investments, shared system outcomes and shared risk. CHI applies supervision/suppression, intervention, and prevention strategies to youth and families who have recent involvement with high risk activities and behaviors relevant to violence/gun violence. This program serves approximately 60 families annually.

Program Description

Within CHI, each family receives a comprehensive assessment and individualized family service plan. Services are tailored to meet a family's individual needs and integrated in a manner that reduces and prevents gang violence. A network of public safety and social service agencies, and community-based organizations known as The Youth, Family and Community Team, build service capacity, promote integrated case management, increase connection to ethnic communities in the metropolitan area, and augment community safety. The Team focuses on sustainability through fostering family and community ownership and empowerment. Team services are evidence-based, culturally specific and family oriented. The family service plans address criminogenic needs that most closely link with recidivism and youth violence.

The goals of CHI are to prevent high risk youth of color from committing new crimes and penetrating further into the justice system. Culturally competent, strength-based programs that are delivered in homes, schools and the community are shown to be most effective with disenfranchised youth. All the work conducted through CHI prevents unnecessary and expensive detainment in correctional facilities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of African-American and Latino families served	58	100	60	75
Outcome	Percent of AA/Latino families served who avoid subsequent felony arrest	84.0%	50.0%	84.0%	84.0%

Performance Measure - Description

Data in the performance measures were gathered from Department of County Human Services.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$29,440	\$0	\$0
Contracts	\$373,248	\$69,305	\$306,057	\$128,904
Internal Services	\$0	\$9,845	\$0	\$14,695
Total GF/non-GF:	\$373,248	\$108,590	\$306,057	\$143,599
Program Total:	\$481,838		\$449,656	
Program FTE	0.00	0.33	0.00	0.00
Program Revenues				
Indirect for dep't Admin	\$7,791	\$0	\$11,911	\$0
Intergovernmental	\$0	\$108,590	\$0	\$143,599
Total Revenue:	\$7,791	\$108,590	\$11,911	\$143,599

Explanation of Revenues

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$143,599. This is the budgeted amount for the first half of the FY13-15 biennium.

Significant Program Changes

Last year this program was: #50033, Juvenile Culturally Specific Intervention
 OCCF Title II grant funding for the Program Coordinator position ended 10/31/12. This program offer reflects the decrease of a 0.33 FTE Program Coordinator that is eliminated in FY 2014.

Lead Agency: Community Justice

Program Contact: Deena Corso

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) Juvenile Services Division (JSD) Community Interface Services seeks to strengthen and improve our connections with community partners. The goal is to improve services to youths and families, restore victims, and reduce recidivism.

Program Description

Community Interface Services consists of the following positions:

EDUCATION AND EMPLOYMENT ACCESS COORDINATOR: This person serves as a liaison between JSD and the education and youth workforce development communities. It is a system-navigation and barrier identification/elimination position so while it does not provide direct service to youth, it does serve as an internal resource to Juvenile Court Counselors (JCC). The purpose of this position is to increase school connectivity for justice-involved youth and to improve access to job readiness and employment opportunities.

RESTORATIVE JUSTICE COORDINATOR: This person identifies and implements strategies for increasing restorative opportunities for youth in the juvenile justice system as well as those in the community who have not yet been referred to the system, and works to increase restorative principles in JSD policies and practices.

Restitution Tracking Clerk : This position exists to increase restitution collection rates for youth who owe restitution to victims. The person assigned to this position identifies and implements system improvements to make the process of obtaining restitution information and tracking orders/collections more efficient and effective.

PORTLAND POLICE BUREAU (PPB) JCC: The person assigned to this position is a member of the PPB Youth Services Division (YSD) and joins a team of School Resource Officers (SRO) in their mission to reduce truancy and increase graduation rates in Portland Public Schools. This position works to intervene prior to formal system involvement, and is expected to reduce rates of Disproportionate Minority Contact (DMC).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of youth who received services	0	0	0	150
Outcome	Percent increase in Juvenile restitution collection.	0.0%	0.0%	0.0%	25.0%

Performance Measure - Description

New program offer.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$494,903	\$0
Contracts	\$0	\$0	\$18,000	\$0
Materials & Supplies	\$0	\$0	\$2,248	\$0
Internal Services	\$0	\$0	\$4,851	\$0
Total GF/non-GF:	\$0	\$0	\$520,002	\$0
Program Total:	\$0		\$520,002	
Program FTE	0.00	0.00	4.80	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

✔ Significantly Changed

Last year this program was:

New program offer for FY14. This program offer includes 4.80 FTE that transferred from other DCJ programs during FY 2013, 3 of which were reclassified, as part of the reorganization to the Juvenile Services Division.

Lead Agency: Community Justice

Program Contact: Carl Goodman

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

Adult Services Management (ASM) provides leadership and direction for the supervision of approximately 8,200 adult offenders in the community. It is responsible for implementing evidence-based practices, managing risk, creating service standards, coordinating with public safety partners and ensuring the safety of department staff who supervise adult offenders.

This program offer supports critical oversight and leadership for our adult staff, as significant reductions in recidivism have been achieved.

Program Description

Adult Services Division managers are responsible for regulating policy, maintaining quality services and implementing evidence-based and core correctional practices that reduce crime. They partner with other public safety representatives through the Local Public Safety Coordinating Council, Criminal Justice Advisory Council, Oregon Association of Community Corrections Directors, and Oregon Department of Corrections (DOC).

Within ASM, the Survival Skills Manager is responsible for the development, implementation and oversight of a training program that enables sworn and armed Parole/Probation Officers (PPO) to meet department and legal mandates.

A sustainability liaison dedicates 10 hours per month to educate and facilitate implementation of recycling, waste reduction and other sustainability efforts within the Department. These efforts align with the Climate Action Plan Objective 18-8 and facilitate 75% of waste reductions within city and county operations.

As budget reductions necessitate that we focus our resources on the highest risk and highest need offenders, the Department is utilizing the latest and most effective assessment tools that 1) guide supervision by identifying criminogenic risk and need factors, and 2) help develop case plans that reduce reoffending. In the coming year, ASM will continue to train our PPOs on the use of a recently adopted assessment tool and Effective Practices in Community Supervision (EPICS) as we continue moving towards even more efficient supervision plans that reduce recidivism rates associated with high risk offenders.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of incoming adult offenders under supervision annually.*	4,400	0	4,400	4,400
Outcome	Percent of adult offenders not recidivating one-year post-admit to supervision	86.0%	0.0%	87.0%	87.0%

Performance Measure - Description

 **Measure Changed**

Recidivism is measured as new felony conviction. New measures.

*This number reflects offenders who come into our system each year.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,181,133	\$169,749	\$1,188,194	\$176,757
Contracts	\$4,000	\$0	\$4,000	\$0
Materials & Supplies	\$343,660	\$0	\$203,417	\$0
Internal Services	\$33,850	\$0	\$90,299	\$0
Total GF/non-GF:	\$1,562,643	\$169,749	\$1,485,910	\$176,757
Program Total:	\$1,732,392		\$1,662,667	
Program FTE	7.50	1.00	7.50	1.00
Program Revenues				
Intergovernmental	\$0	\$169,749	\$0	\$176,757
Total Revenue:	\$0	\$169,749	\$0	\$176,757

Explanation of Revenues

County General Fund plus National Institute of Corrections (NIC) \$176,757 for DCJ employee on loan to agency in Washington DC. Personnel costs fully reimbursed by partner agency.

Significant Program Changes

Last year this program was: #50034, DCJ Adult Services Management

Lead Agency: Community Justice

Program Contact: Laura Ritchie

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

By assessing a defendant's probability to appear for court hearings and/or reoffend if released from custody, the Adult Recognizance (Recog) unit performs functions critical to the effective operation of the local justice system. If a defendant is determined to likely appear for court hearings and is a low risk to reoffend, he/she is released. This process allows for scarce jail beds to be reserved for higher risk defendants.

Data from FY 2012 has shown that 77% of defendants released by Recog returned for their scheduled court appearance. A recent study designed to measure the success of Recog's risk assessment tool found, "The Recog instrument currently provides sound guidance about which defendants can be safely released on their own recognizance. Any recommended modifications to the instrument are designed to improve upon these already encouraging results" (Dedel, 2008).

Program Description

The Recog unit is a 24-hour, seven-day-a-week program housed in the County jail. Recog staff interview all defendants with a pending Multnomah County charge. Defendants charged with felonies and/or person-to-person misdemeanor crimes are subject to a full criminal history and warrant check in addition to a risk screening. This process takes approximately one hour per defendant and provides a comprehensive, objective and valid system for release decisions based upon victim and community safety in addition to the defendant's flight risk. The screening tool used to guide Recog staff has been validated by an independent research group. The results of that study have been approved by the Community Justice Advisory Council. By administering this process, the Recog program allows lower risk defendants the ability to maintain pro-social conditions such as employment and housing. The Recog interview assists the court with release decisions for those defendants that are ineligible for release by Recog staff.

Recog serves as a 24-hour link between local law enforcement agencies and Parole/Probation officers (PPO) by coordinating the process of holding parole and probation violators in jail and providing after-hours information on high risk individuals who are on electronic monitoring. Recog is a system response and collaborative effort with the Courts. Recog helps to alleviate the use of jail beds for the identified offenders, thereby reserving space for higher risk offenders.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of cases processed annually	33,000	35,000	36,000	36,000
Outcome	Percent of interviewed defendants who return to court	76.0%	90.0%	77.0%	80.0%

Performance Measure - Description

FY 13 purchased new measure.

FY 13 estimate = baseline measure.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,390,653	\$0	\$1,452,442	\$0
Contracts	\$383	\$0	\$383	\$0
Materials & Supplies	\$12,817	\$0	\$12,346	\$0
Total GF/non-GF:	\$1,403,853	\$0	\$1,465,171	\$0
Program Total:	\$1,403,853		\$1,465,171	
Program FTE	15.00	0.00	15.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50035, Adult Recog Program

Lead Agency: Community Justice

Program Contact: Laura Ritchie

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Pre-Trial Supervision Program (PSP) performs functions necessary for public safety and the effective operation of the local justice system. PSP uses Oregon Revised Statute (ORS) release criteria to assess safety risks of defendants to determine their potential to attend court once out of custody. During 2012, over 1,500 defendants were supervised and 1,003 investigated by PSP. The defendants were maintained in the community instead of occupying scarce and expensive jail beds. In FY 2012, less than 2% of felony defendants were arrested for another felony offense while under PSP supervision. In addition, during the first 6 months of FY 2013, 85% of felony defendants appeared for their court dates.

Program Description

The primary mission of PSP is to evaluate the risk of releasing defendants prior to trial, supervise defendants in the community and ensure that defendants attend court hearings. When a defendant is referred by the Court to PSP for review, PSP staff use evidence-based criteria during their investigation to determine whether or not a defendant is likely to pose a safety risk or is likely to attend subsequent court hearings. The results of the investigation are presented back to the Court.

When a defendant is released under PSP supervision, the assigned case manager monitors the defendant's behavior and actions through home, community and office visits, telephone contacts and in some instances electronic and Global Positioning Software (GPS). Under PSP, defendants are afforded the opportunity to maintain employment and/or school attendance, continue with health-related services (drug and alcohol counseling, mental health treatment) and reside in the community pending the resolution of their court matters. Based on data compiled by the Bureau of Justice Statistics, the reoffense and failure to appear (FTA) rates for PSP clients are substantially lower than similar programs in other cities (Cohen and Reaves 2007).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served annually	2,550	3,400	3,500	3,500
Outcome	Percent of released defendants who do not FTA	89.0%	90.0%	85.0%	85.0%

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,334,362	\$0	\$1,453,657	\$0
Contracts	\$383	\$0	\$383	\$0
Materials & Supplies	\$20,832	\$0	\$21,703	\$0
Internal Services	\$66,472	\$0	\$60,209	\$0
Total GF/non-GF:	\$1,422,049	\$0	\$1,535,952	\$0
Program Total:	\$1,422,049		\$1,535,952	
Program FTE	15.00	0.00	15.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50036, Adult Pretrial Supervision Program

Lead Agency: Community Justice

Program Contact: Erika Preuitt

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) computer forensics laboratory is a unique critical service for community justice agencies throughout the state. The anonymity provided by the Internet and the ability to effectively hide volumes of information on computers, cell phones and other electronic storage devices leaves officers at a disadvantage. Non-forensic methods of discovery are ineffective and can compromise cases in court. The forensics lab provides scientifically sound technology for the recovery of electronic evidence in a manner that allows supervising officers to determine an offender's activities. This progressive resource significantly enhances public safety and ensures the highest rates of successful outcomes.

Program Description

DCJ maintains a secure digital evidence laboratory in which forensic examinations of electronic storage devices are analyzed using scientific procedures. Regional police agencies have limited resources for conducting similar examinations in new criminal cases and are rarely able to offer their services to parole and probation agencies that have different requirements for burden of proof and timely results. Officers apply a range of behavioral and demographic assessments to formulate effective supervision plans, but are hampered in their work by the fact that criminal enterprise can occur virtually unseen and undetected through the use of computers and other digital devices.

Oregon and Washington rank very high nationally in the frequency of identity theft. Drugs are bought and sold online, and sex offenders exchange pornography and solicit underage victims through the Internet. Fraud and identity theft are carried out using computers and peer-to-peer networks. Email is used by domestic violence offenders to threaten and intimidate individuals.

In the interest of public safety and best practices supervision, the DCJ forensics lab extends its services to all adult and juvenile officers in Multnomah County and to adjacent county community justice partners that lack access to these services. Lab personnel are highly trained and certified in the collection, preservation, analysis and reporting results of forensic examinations and provide Parole/Probation Officers (PPO) with the information they need to effectively supervise offenders and promote public safety. The lab also collaborates with the Northwest Regional Crimes Forensics Laboratory. Without access to forensic services, officers are unable to assess whether an offender is engaging in anonymous criminal activity through the world of cyberspace.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of gigabytes examined annually	16,500	19,970	25,000	25,000
Outcome	Number of reports generated through forensic analysis	64	0	70	70

Performance Measure - Description

 **Measure Changed**

New outcome measure.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$271,943	\$0	\$283,349	\$0
Materials & Supplies	\$9,819	\$0	\$10,819	\$0
Internal Services	\$19,013	\$0	\$19,412	\$0
Total GF/non-GF:	\$300,775	\$0	\$313,580	\$0
Program Total:	\$300,775		\$313,580	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50037, Adult Forensics Unit

Lead Agency: Community Justice

Program Contact: Laura Ritchie

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) is statutorily and legislatively mandated to provide services to local control (LC) and parole offenders in order to carry out the Local Supervisory Authority (LSA) functions. The LC and Hearings units are instrumental in providing all LSA functions including, but not limited to: investigations, issuance of warrants, release planning, parole hearings and active supervision. The cost of the operations of the Mead Building is also budgeted in this program offer.

Program Description

The LC unit supervises offenders who are sentenced to a prison term of 12 months or less in a local jail. Working with the Sheriff's Office, LC has the legal authority to issue arrest warrants and has jurisdiction over the supervision conditions for these offenders. LC staff develop release plans and monitor offenders with community-based sanctions (such as drug and alcohol treatment programs) upon the completion of their incarceration. LC also provides notification to known victims when an offender leaves jail. If during supervision, a Parole/Probation Officer (PPO) determines that an offender has violated parole conditions, the PPO submits required written documents and a violation hearing is arranged through the Hearings unit. Hearings Officers (HO) conduct local parole hearings and determine consequences for offenders found in violation of supervision. HOs are able to order jail releases, recommend revocations of offenders and/or make other recommendations that are consistent with evidence-based practices.

The LC and Hearings units are instrumental in holding offenders accountable by providing fair and objective investigations and parole hearings, incarcerating offenders when appropriate and actively supervising offenders. Through collaboration with the Sheriff's Office, the Oregon State Board of Parole, treatment providers, and the community, these units provides effective interventions and helps ensure efficient operations of the local justice system.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of local control offenders served outside of jail.	12.0%	10.0%	12.0%	12.0%
Outcome	Percent of offenders not recidivating one-year post-admit to supervision	81.0%	0.0%	83.0%	83.0%

Performance Measure - Description

 **Measure Changed**

Recidivism based on new felony conviction. New outcome measure.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$120,147	\$910,599	\$194,132	\$953,341
Contracts	\$6,696	\$2,000	\$7,675	\$2,000
Materials & Supplies	\$41,518	\$11,554	\$44,012	\$12,844
Internal Services	\$878,291	\$105,649	\$920,180	\$121,559
Total GF/non-GF:	\$1,046,652	\$1,029,802	\$1,165,999	\$1,089,744
Program Total:	\$2,076,454		\$2,255,743	
Program FTE	2.00	9.00	3.00	9.00
Program Revenues				
Indirect for dep't Admin	\$73,885	\$0	\$90,387	\$0
Intergovernmental	\$0	\$1,029,802	\$0	\$1,089,744
Total Revenue:	\$73,885	\$1,029,802	\$90,387	\$1,089,744

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$1,044,503. This is the budgeted amount for the first half of the FY13-15 biennium. There is some flexibility on how funding is allocated; State Board of Parole Hearings fund \$45,241. Anticipating same level of funding as FY13.

Significant Program Changes

Last year this program was: #50038, Adult Parole/Post Prison Violation Hearings & Local Control

This program offer reflects the increase of a 1.00 FTE Office Assistant Sr that transferred from another DCJ program in FY 2013.

Lead Agency: Community Justice

Program Contact: Laura Ritchie

Program Offer Type: Program Alternative /

Related Programs:

Program Characteristics:

Executive Summary

Almost 4,000 individuals were admitted to the Department of Community Justice (DCJ) during FY 2013. The Assessment and Referral Center (ARC) combines in-custody interviews, intakes (post prison and probation) and specialized services for those released from state and local custody. Enhanced services will reduce duplication of efforts and increase the amount of screenings, referrals, and re-entry services available when an individual is first placed on supervision. These "up-front" coordinated and immediate services should increase motivation of clients to change and be a contributing factor to reduced criminal activity.

Program Description

DCJ's strategic plan includes additional and enhanced initial assessments, referrals and re-entry services for individuals sentenced to probation or post-prison supervision. For the last six months of FY 2013, a group of DCJ and Information Technology staff has used the equity lens to begin the redesign of processes that support this goal.

The individuals being supervised by DCJ use a standardized tool for assisting staff with predicting the risk of clients re-offending. The ARC staff will perform improved and additional assessments for individuals considered high risk to reoffend to determine which strategies and services are most appropriate to reduce risk. Our hypothesis is that the increase of initial assessments, referrals and re-entry services will reduce re-offending. In addition to paid staff, these services will be increased through the assistance of graduate students.

ARC staff meets with the majority of offenders prior to their release from prison (reach-in visits). This practice reduces the abscond rate for post-prison releases in Multnomah County. Potential risks and strengths are identified during reach-in sessions, allowing for the development of appropriate supervision plans and preparation for potential roadblocks that could impede an offender's successful transition. In addition to state custody, this practice includes some offenders in local jails.

Short- and long-term housing/shelter is provided to 262 high risk and disabled offenders a day using several community contracted agencies. Providing housing to offenders is cost-effective. It costs approximately \$37.37 per day to house an offender in transitional housing, as compared to \$80.00 to \$170.00 per day to keep an offender incarcerated. In addition to housing, ARC staff will facilitate access to a variety of physical and behavioral health services.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average number of offenders housed monthly	248	0	220	220
Outcome	Percent of offenders that do not abscond first 6 months of prison release	86.5%	0.0%	80.5%	85.0%
Outcome	Percent of offenders that are not revoked first 6 months from prison release	81.8%	0.0%	89.9%	85.0%
Outcome	Percent of offenders employed during first 6 months of prison release	8.0%	0.0%	10.6%	10.0%

Performance Measure - Description

 **Measure Changed**

New measures.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$2,968,701	\$66,433	\$3,141,589
Contracts	\$1,144,773	\$479,352	\$1,183,919	\$418,372
Materials & Supplies	\$261,408	\$59,901	\$253,407	\$119,190
Internal Services	\$16,215	\$336,361	\$19,679	\$414,451
Total GF/non-GF:	\$1,422,396	\$3,844,315	\$1,523,438	\$4,093,602
Program Total:	\$5,266,711		\$5,617,040	
Program FTE	0.00	29.67	0.51	30.49
Program Revenues				
Indirect for dep't Admin	\$266,188	\$0	\$334,184	\$0
Fees, Permits & Charges	\$0	\$5,350	\$0	\$4,475
Intergovernmental	\$0	\$3,838,965	\$0	\$4,089,127
Total Revenue:	\$266,188	\$3,844,315	\$334,184	\$4,093,602

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$3,861,911. This is the budgeted amount for the first half of the FY13-15 biennium; Interstate Compact fees from clients \$4,475 per ORS 423.570. This is a one-time-only fee set at \$50 per Board Resolution for clients applying to be supervised in another state; State Treatment Transition Program \$55,535. This is the budgeted amount for the first half of the FY13-15 biennium; US Dept of Justice JAG Grant \$64,569. Grant ends 9/30/2013, but anticipating grant will be renewed for another year; US Dept of Justice COSA Grant \$107,112. This is a new grant in FY14 that ends 3/31/2015.

Significant Program Changes

✔ Significantly Changed

Last year this program was:

This is a new program offer for FY14 - combining programs in FY13 offer 50039 - Adult Transition and Re-Entry Services and also the Central Intake unit which was part of offer 50041A-Adult Field Services-High Risk Generic Supervision. This program is being created as part of our Strategic plan with goal to increase initial assessments, referrals and re-entry services to our clients. This programs offer reflects a net increase of 1.33 FTE; during FY 2013 0.33 FTE transferred from another DCJ program, in FY 2014 a new 1.00 FTE Clinical Coordinator and a new 1.00 FTE Office Assistant 2 is added, a 1.00 FTE Corrections Counselor is eliminated.

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The period immediately following release from prison is a particularly high risk time for offenders. The Re-entry Enhancement Coordination (REC) Program is funded through the Edward Byrne Memorial Justice Assistance Grant Programs. The program provides targeted transition services to medium and high risk offenders. The REC team builds on the success of prison based substance abuse treatment and co-occurring disorder treatment offenders receive while incarcerated. The goals of the program entail: reducing offender recidivism, relapse and use of addictive substances; increasing offenders' engagement with treatment; and increasing offenders' ability to attain and maintain stable housing and employment.

Program Description

The REC program portion of this offer provides transition services for up to 150 offenders transitioning from Oregon State prisons who have successfully completed substance abuse and/or co-occurring disorder treatment. The REC team members include Volunteers of America (for substance abuse treatment) and SE Works (for employment readiness and job coaching). In addition, the Department of Community Justice (DCJ) contracts with Bridges to Change in order to receive alcohol and drug free transitional housing and recovery peer mentors.

The REC team's essential wraparound services in the first few months of release include: institutional reach-ins; coordination and oversight of services; and collaborative offender case management. The breakdown of annual services includes: 40 evidence-based outpatient substance abuse and co-occurring treatment slots; 23 alcohol and drug free transitional housing beds; 3 recovery peer mentors; and 1 employment and job development specialist. DCJ monitors compliance with the grant and collects data as required.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of clients engaged in continuing care for at least 90 days	75.0%	0.0%	78.0%	75.0%
Outcome	Clients are free from arrest for one year post-release	64.0%	0.0%	68.0%	65.0%

Performance Measure - Description

 **Measure Changed**

The output and outcome measure are both new. The outcome measure is based on recidivism rate. Recidivism is a measure of new arrests within one year of program exit.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$29,635	\$0	\$33,562
Contracts	\$0	\$594,275	\$0	\$462,428
Materials & Supplies	\$0	\$16,140	\$0	\$2,500
Internal Services	\$0	\$63,814	\$0	\$56,827
Total GF/non-GF:	\$0	\$703,864	\$0	\$555,317
Program Total:	\$703,864		\$555,317	
Program FTE	0.00	0.25	0.00	0.25
Program Revenues				
Indirect for dep't Admin	\$50,501	\$0	\$46,060	\$0
Intergovernmental	\$0	\$703,864	\$0	\$555,317
Total Revenue:	\$50,501	\$703,864	\$46,060	\$555,317

Explanation of Revenues

Edward Byrne Memorial Justice Grant \$555,317. Award includes a required 11% CGF match of \$61,085. Match is budgeted in program offer 50039-Adult Programs Unit. Grant ends 6/30/2013, but anticipating grant will be renewed for another year.

Significant Program Changes

Last year this program was: #50040, Adult Re-Entry Enhancement Coordination Grant

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Re-entry Resource Center provides a one stop transition and re-entry site for offenders released from jail or prison. Program goals include reducing new crimes and increasing employment and stable housing for offenders at high risk to re-offend.

The Oregon Criminal Justice Commission provided grant funding in 2010 to establish one-stop transition and reentry centers in three counties in Oregon. This grant has now ended; however, the program has been evaluated by Portland State University and has been found to be successful and cost-effective. The treatment group showed a 25% drop in arrests for statutory crimes. The study also showed that for every dollar invested in the program, a benefit of \$14.17 is realized in savings from the criminal justice system and avoided victimization. This offer continues funding for this evidence-based program.

Program Description

The center provides one stop services including individualized assessment and action planning; service coordination; employment and housing assistance; assistance in applying for benefits; clothing; mailbox, fax and phone; computer access with support and tutoring; tutoring in math, English, and personal finance; resume writing; mentoring; bus passes; identification services; and coordination with probation and parole officers. System navigators work with clients to determine needs and make referrals to over 20 partner service agencies in the community.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served	317	0	300	300
Outcome	Percent of offenders employed	44.0%	0.0%	65.0%	60.0%
Outcome		0.0%	0.0%	0.0%	0.0%

Performance Measure - Description

New offer.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Contracts	\$0	\$0	\$288,000	\$0
Total GF/non-GF:	\$0	\$0	\$288,000	\$0
Program Total:	\$0		\$288,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

General Fund

Significant Program Changes**Last year this program was:**

New Offer for FY14. In FY13 this contract was included in Offer 50040 Adult Re-Entry Enhancement Coordination Grant.

Lead Agency: Community Justice

Program Contact: Carl Goodman

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Multnomah County Department of Community Justice (DCJ) High Risk Generic Supervision unit has been nationally recognized for the use of evidence-based strategies, including the development of a system used to identify criminogenic risk factors affiliated with potentially violent offenders. Multnomah County receives a greater number of high risk offenders than any other Oregon county and is still able to produce lower recidivism rates for parole cases.

Program Description

High Risk Generic Supervision uses research-based strategies to supervise high risk offenders on probation and parole. DCJ utilizes the Level of Service/Case Management Inventory (LS/CMI) and Public Safety Checklist (PSC) assessment tools to measure the risks and needs of adult offenders. The LS/CMI is also a fully functioning case management tool. The LS/CMI provides a summary of the offender's criminogenic and noncriminogenic factors, as well as special responsibility considerations to be deployed during supervision. The PSC provides a quick, objective, validated assessment of the probability an offender will be re-convicted of a felony or re-arrested for a person or property offense based on specific offender characteristics. DCJ continues to use Effective Practices in Supervision (EPICS) as an evidence-based case management model. With EPICS, Parole/Probation Officers (PPO) follow a structured approach to their interactions with their offenders, allowing PPOs to effectively target the criminogenic needs of high risk offenders. PPOs enforce law-abiding behavior and link offenders to treatment, employment and other services. Supervision is conducted through: a) home and office visits; b) contacts with family; c) correspondence with community members and treatment providers; and d) collaboration with law enforcement agencies.

Adult supervision is an essential component of public safety. Nearly all prison inmates return to their county of sentencing upon release, where they must complete post-prison supervision. The risk of these offenders committing new crimes is reduced when evidence-based supervision is in place and monitored. Having implemented effective supervision practices has enabled Multnomah County to witness a steady decline of recidivism rates over the past ten years.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served yearly	2,303	0	2,397	2,350
Outcome	Percent of offenders that do not recidivate one year post admit	72.0%	0.0%	80.0%	80.0%

Performance Measure - Description

 **Measure Changed**

Recidivism is based on felony convictions one year post admit. New measures.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$2,193,285	\$3,982,775	\$2,321,180	\$4,206,274
Contracts	\$67,340	\$141,746	\$2,340	\$66,387
Materials & Supplies	\$9,164	\$103,345	\$13,786	\$110,567
Internal Services	\$891,585	\$421,516	\$889,269	\$499,687
Total GF/non-GF:	\$3,161,374	\$4,649,382	\$3,226,575	\$4,882,915
Program Total:	\$7,810,756		\$8,109,490	
Program FTE	21.24	37.37	20.46	36.79
Program Revenues				
Indirect for dep't Admin	\$333,578	\$0	\$405,011	\$0
Fees, Permits & Charges	\$0	\$204,896	\$0	\$225,558
Intergovernmental	\$0	\$4,444,486	\$0	\$4,657,357
Other / Miscellaneous	\$276,189	\$0	\$205,964	\$0
Total Revenue:	\$609,767	\$4,649,382	\$610,975	\$4,882,915

Explanation of Revenues

County General Fund plus Circuit Court Jail Assessments \$205,964 which are deposited into the general fund. Revenue is collected by Mult Co. Circuit Court per ORS 137.309. DCJ receives 60% of the monies collected per ORS 137.308. Revenue is trending down since 2005; State Department of Corrections (DOC) \$4,657,357. This is the budgeted amount for second half of the FY11-13 biennium. There is some flexibility on how funding is allocated; Probation Supervision fees from clients \$225,558. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last year this program was: #50041A, Adult Field Services-High Risk Generic Supervision

This program offer reflects a net decrease of 1.36 FTE due to transfers to/from other DCJ programs in both FY 2013 & FY 2014. In FY13 the Central Intake unit was included in this offer. In FY14 the Central Intake unit has moved to Offer 50035 Assessment and Referral Center.

Lead Agency: Community Justice

Program Contact: Carl Goodman

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

High risk African American males on supervision and high risk African American males returning to the work force after incarceration have traditionally experienced difficulty accessing and securing employment in Multnomah County. Historically, during times of high unemployment rates across Oregon, African American males are twice as likely to be unemployed compared to all other males.

Program Description

This program will address the work force needs of African American offenders who are 18 to 45 years of age and who are under supervision with the Department of Community Justice (DCJ). The provider will use a specific curriculum, Moral Reconciliation Therapy (MRT) which is a cognitive behavior therapy approach designed to change the way people think. MRT is a systematic approach that seeks to decrease recidivism among offenders by increasing moral reasoning. The curriculum addresses ego, social, moral and positive behavioral growth.

Offenders assigned to this program will be selected by Parole/Probation Officers (PPO) who have identified individuals as high risk to re-offend and individuals in need of work force preparation, training and skill development necessary to address employment barriers.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders obtaining employment annually.	0	0	15	30
Outcome	Percent of offenders retaining employment six months post hiring.	0.0%	0.0%	75.0%	75.0%

Performance Measure - Description

New measures

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$50,000	\$0	\$51,125	\$0
Total GF/non-GF:	\$50,000	\$0	\$51,125	\$0
Program Total:	\$50,000		\$51,125	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50041B, Employment Transition Services for African American Males

Lead Agency: Community Justice

Program Contact: Erika Preuitt

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Mentally Ill Offender (MIO) unit provides supervision services for probation, parole and post-prison offenders who have been diagnosed with a severe and persistent mental illness. The MIO unit works in collaboration with a variety of community partners including but not limited to the Sheriff's Office, the courts, the Department of County Human Services (DCHS), the Local Public Safety Coordinating Committee (LPSCC), Oregon Department of Corrections (DOC), treatment providers and most community groups that work with this population. The goal of the MIO unit is to reduce recidivism, enhance community safety and to support the mentally ill offender in achieving stabilization and improved functioning.

Program Description

The MIO unit works to divert offenders with severe mental illness from incarceration and hospitalizations by treating them in the community. By providing these offenders with community-based treatment and with supervision from specially trained Parole/Probation Officers (PPOs), the MIO unit preserves community safety and minimizes offender contact with the criminal justice system.

The MIO unit performs the following:

- 1) Improves access to appropriate services for people with severe mental illness who are at high risk of criminal justice involvement;
- 2) Reduces jail and hospital admissions;
- 3) Assists offenders in achieving a decent quality of life outside of jails, prisons and hospitals;
- 4) Provides ongoing monitoring and surveillance; and
- 5) Reduces substance abuse and illicit drug use.

This program, along with program offer 50006, Adult Offender Mental Health Services, supports public safety by providing supervision and treatment to high and medium risk offenders who require assistance in accessing resources to help them achieve a higher quality of life.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served annually	215	210	231	230
Outcome	Percent of offenders not recidivating one-year post-admit to supervision	84.0%	90.0%	82.0%	82.0%

Performance Measure - Description

Recidivism is measured by new felony conviction.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$746,307	\$0	\$775,325	\$0
Materials & Supplies	\$3,060	\$0	\$3,060	\$0
Total GF/non-GF:	\$749,367	\$0	\$778,385	\$0
Program Total:	\$749,367		\$778,385	
Program FTE	6.00	0.00	6.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program ChangesLast year this program was: #50042, Adult Mentally Ill Offender Supervision

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Adult Programs unit is an important public safety program designed to increase successful transitions from incarceration to the community, reduce drug and alcohol use, increase treatment success and prevent further arrests for approximately 400 criminal and drug addicted adult offenders each year. This unit involves offenders in substance abuse treatment while actively supervising and managing the offender's criminal behavior through collaboration with law enforcement, community partners and treatment providers. Offenders in this unit receive intensive supervision, cognitive behavior therapy groups, mentoring, employment assistance, and short-term housing. About 8 out of 10 offenders supervised by this unit did not recidivate one year following their convictions.

Program Description

The Adult Programs unit works closely with community partners, courts and prisons to engage offenders in substance abuse treatment. This unit supervises offenders released from state prisons who are involved in treatment programs and Alternative Incarceration Programming (AIP), and ensures the offenders receive continuing care, employment services, and related services in the community to maintain their abstinence. Offenders convicted of Driving Under the Influence of Intoxicants (DUII) are also supervised by this unit, as are clients in the Re-Entry Enhancement Coordination (REC) program (offer #50036). Parole/Probation Officers (PPO) from this unit also work with chronic offenders transitioning from prison-based residential treatment to community based outpatient treatment.

Research shows punishment alone is unlikely to change behavior, but consequences combined with alcohol and drug abuse treatment reduce the number of new crimes committed (Andrews 1994). The Adult Programs unit supports public safety by targeting high risk drug offenders and holding them accountable through active community supervision and the use of evidence-based services designed to change behavior.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served yearly	395	0	400	400
Outcome	Percent of offenders not recidivating one year post admit	92.0%	0.0%	82.0%	85.0%

Performance Measure - Description

✔ **Measure Changed**

New measures. Recidivism is based on new felony conviction. Number of offenders served yearly calculated to include all new offender rather than a monthly average.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$114,294	\$602,661	\$123,643	\$674,495
Contracts	\$0	\$1,460	\$0	\$1,432
Materials & Supplies	\$10,300	\$16,260	\$7,140	\$10,787
Internal Services	\$380	\$61,851	\$540	\$78,286
Total GF/non-GF:	\$124,974	\$682,232	\$131,323	\$765,000
Program Total:	\$807,206		\$896,323	
Program FTE	0.96	4.79	1.00	6.75
Program Revenues				
Indirect for dep't Admin	\$48,947	\$0	\$63,452	\$0
Fees, Permits & Charges	\$0	\$35,262	\$0	\$26,226
Intergovernmental	\$0	\$646,970	\$0	\$738,774
Total Revenue:	\$48,947	\$682,232	\$63,452	\$765,000

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$738,774. This is the budgeted amount for the first half of the FY13-15 biennium. There is some flexibility on how funding is allocated; Probation Supervision fees from clients \$26,226. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last year this program was: #50043, Adult Programs Unit

This program offer reflects a net increase of 2.00 FTE due to transfers to/from other DCJ programs in both FY 2013 & FY 2014.

Lead Agency: Community Justice

Program Contact: Patrick Schreiner

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Sex Offender Supervision and Treatment program is a critical public safety function that provides oversight for the comprehensive supervision, treatment and management of approximately 800 sex offenders living in Multnomah County. The priorities of this unit are to increase community safety, decrease sexual victimization and reduce recidivism. This program achieves these goals through evidence-based supervision strategies combined with sexual offense specific treatment practices.

Program Description

This program is managed by the Adult Sex Offender Supervision Program Community Justice Manager. Supervision of approximately 800 sex offenders is conducted by certified Sex Offender Specialist Parole/Probation Officers (PPO). High and medium risk offenders are supervised in one of three field offices. In accordance with evidence-based practices, only high and medium risk indigent offenders are eligible for subsidy treatment funds. Sex offenders identified as lower risk to sexually reoffend are assigned to the Sex Offender Reduced Supervision Caseload (program offer 50056) after a period of documented compliance.

This program requires offenders to participate in a comprehensive evaluation, sexual offense specific treatment and ongoing evaluation of risk provided by 25 approved community treatment providers. Polygraph examinations are required for monitoring compliance with treatment expectations and supervision conditions.

This program has a direct impact on community safety and maintains high standards for offender accountability. Research has shown offenders who successfully participate in sexual offense specific treatment are less likely to reoffend than those who fail to participate in treatment (Craig et al., 2003; Hanson et al., 2009; Lovins et al., 2009; McGrath et al., 2003). Sexual and general recidivism rates of treated sex offenders has also been shown to be lower than recidivism rates of untreated sex offenders (Looman et al 2000; Hanson et al 2002). The use of polygraph examinations is invaluable in the management and treatment of sex offenders due to the information gained through the examination process. Furthermore, the use of polygraph examinations is also associated with a decline in recidivism rates (Cole, 2006; Edson et al., 2007; English et al., 2000; Krueger, 2009).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of newly admitted offenders served in treatment annually.	460	300	460	460
Outcome	% of offenders who do not sexually recidivate one-year post admit to supervision	90.0%	0.0%	95.0%	95.0%

Performance Measure - Description

 **Measure Changed**

Recidivism is based on new felony conviction. New outcome measure.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,884,910	\$0	\$1,762,166
Contracts	\$460,294	\$19,320	\$400,920	\$4,722
Materials & Supplies	\$10,709	\$4,160	\$10,709	\$3,900
Internal Services	\$0	\$190,267	\$0	\$201,869
Total GF/non-GF:	\$471,003	\$2,098,657	\$411,629	\$1,972,657
Program Total:	\$2,569,660		\$2,384,286	
Program FTE	0.00	16.00	0.00	15.00
Program Revenues				
Indirect for dep't Admin	\$150,573	\$0	\$163,621	\$0
Fees, Permits & Charges	\$0	\$166,438	\$0	\$167,744
Intergovernmental	\$0	\$1,932,219	\$0	\$1,804,913
Total Revenue:	\$150,573	\$2,098,657	\$163,621	\$1,972,657

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$1,783,913. This is the budgeted amount for the first half of the FY13-15 biennium. There is some flexibility on how funding is allocated; DOC SVDO \$21,000. The FY14 Budget is based upon the average of 3 years of history of supervision days at \$8.72 each; Probation Supervision fees from clients \$167,744. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last year this program was: #50044, Adult Sex Offender Supervision & Treatment

This program offers reflects the decrease of a 1.00 FTE Community Justice Manager that transferred to another DCJ program in FY 2013.

Lead Agency: Community Justice

Program Contact: Patrick Schreiner

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Domestic Violence (DV) unit collaborates with police, courts and treatment agencies to hold offenders accountable and promote offender change. This program supervises approximately 850 offenders convicted of misdemeanor and felony level offenses. In addition, the DV unit works closely with victims to empower them to make changes that improve their lives as well as the lives of their families. Over the last three years, about nine out of ten offenders supervised by the DV unit have not reoffended. The Domestic Violence Deferred Sentencing Program (DSP) and batterer intervention services appear in program offer 50051.

Program Description

The DV unit strives to end the cycle of violence by holding offenders accountable for their actions and giving them the opportunity to make long-term positive changes by engaging in appropriate counseling groups (batterer intervention, mental health, etc.). In addition to working with offenders to address behavior change, Parole/Probation Officers (PPO) in the DV unit work closely with victims to develop safety plans that help empower them to break the cycle of domestic violence. DV PPOs regularly attend court to ensure a systematic approach is being utilized in victim safety and offender accountability.

Reducing domestic violence is a priority for Multnomah County. This program increases public safety by holding high risk offenders accountable, promoting victim safety and building strong collaborative efforts with community partners. This program utilizes evidence-based practices including specialized assessment tools and cognitive behavioral intervention programming that is proven to reduce intimate partner violence. Case management strategies provide offenders the opportunity to change by addressing factors which research has shown to reduce criminal behavior (Andrews 1994).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of newly admitted offenders served annually	1,260	0	1,265	1,265
Outcome	Percent of offenders not recidivating one year post-admit to supervision	96.0%	0.0%	89.0%	89.0%

Performance Measure - Description

 **Measure Changed**

New measures. Recidivism is measured by new felony conviction.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,001,088	\$1,092,951	\$991,286	\$1,257,197
Contracts	\$1,983	\$175,475	\$0	\$180,654
Materials & Supplies	\$5,070	\$19,425	\$2,080	\$26,368
Internal Services	\$134,553	\$128,400	\$139,802	\$166,920
Total GF/non-GF:	\$1,142,694	\$1,416,251	\$1,133,168	\$1,631,139
Program Total:	\$2,558,945		\$2,764,307	
Program FTE	8.37	11.13	8.34	11.16
Program Revenues				
Indirect for dep't Admin	\$101,612	\$0	\$135,293	\$0
Fees, Permits & Charges	\$0	\$121,367	\$0	\$121,489
Intergovernmental	\$0	\$1,294,884	\$0	\$1,509,650
Total Revenue:	\$101,612	\$1,416,251	\$135,293	\$1,631,139

Explanation of Revenues

County General Fund plus Probation Supervision fees from clients \$121,489. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status; State Department of Corrections (DOC) \$1,509,650. This is the budgeted amount for the first half of the FY13-15 biennium. There is some flexibility on how funding is allocated.

Significant Program Changes

Last year this program was: #50045, Adult Domestic Violence Supervision

Lead Agency: Community Justice

Program Contact: Erika Preuitt

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Family Services Unit (FSU) supervises approximately 320 offenders, of whom 50% have children under the age of seven. Several offenders supervised by this unit have children involved in the juvenile system and/or are pregnant women. By collaborating with community partners, including the Juvenile Services Division (JSD), FSU protects children and works to break the cycle of cross-generational antisocial behavior and crime. Integrating supervision, child welfare, the Family Court, benefits assistance, housing, social and health services as well as addiction treatment allows FSU to efficiently address dynamics that place an entire family at risk.

Program Description

FSU is a unique program which supervises offenders within both the Adult and Juvenile Services Divisions. It is comprised of a multi-disciplinary team of staff from Child Welfare, Health Services, the Department of Corrections and mental health agencies. FSU emphasizes collaboration with other agencies for case planning, resource allocation and efficient service delivery.

The Family Support project (a community-based component of FSU) reduces recidivism of women through accountability, education and training, prioritization of self sufficiency and child welfare, and through facilitating access to necessary treatment or counseling. FSU supports the County's innovative 'one family/one judge' model, wherein one judge oversees all cases associated with a particular family. In addition, FSU's approach strengthens the family's resistance to future involvement in the criminal justice system. The program successfully defrays long-term child welfare and criminal justice costs associated with intergenerational criminal activity.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served annually	320	400	320	320
Outcome	Percent of offenders not recidivating one-year post-admit to supervision	89.0%	98.0%	92.0%	92.0%

Performance Measure - Description

Recidivism is measured by new felony conviction.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,456,714	\$21,041	\$1,417,313	\$22,796
Contracts	\$0	\$1,411	\$5,000	\$2,477
Materials & Supplies	\$45,575	\$0	\$41,275	\$0
Internal Services	\$23,620	\$2,238	\$21,445	\$2,881
Total GF/non-GF:	\$1,525,909	\$24,690	\$1,485,033	\$28,154
Program Total:	\$1,550,599		\$1,513,187	
Program FTE	13.71	0.29	12.71	0.29
Program Revenues				
Indirect for dep't Admin	\$1,771	\$0	\$2,335	\$0
Fees, Permits & Charges	\$0	\$24,690	\$0	\$28,154
Total Revenue:	\$1,771	\$24,690	\$2,335	\$28,154

Explanation of Revenues

County General Fund plus Probation Supervision fees from clients \$28,154. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last year this program was: #50046, Adult Family Supervision Unit
 In FY 2014 a 1.00 FTE Corrections Counselor is eliminated.

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Day Reporting Center (DRC) is a cost-effective public safety program that holds high risk, violent, mentally ill and drug addicted adult probation and parole violators accountable for their actions. DRC provides intensive case management and counseling, educational and cognitive behavioral skill-based programming through individual sessions and group processes, plus a motivational enhancement group (otherwise known as FOR curriculum - Focus on Re-entry) and employment services. DRC is an alternative consequence to jail or other custody sanctions used to address supervision violations. The existence of this program allows jail beds to be available for more serious offenders.

Program Description

DRC is a nonresidential sanction and skill building program for adult offenders. The program works with high and medium risk offenders who have been released from incarceration or who have been sanctioned to the program by their Parole/Probation Officer (PPO) due to supervision violations. Offenders in this program receive services designed to address challenging life circumstances - addiction and mental issues, criminal thinking and attitudes, inadequate work skills and lack of stability and/or pro-social support.

DRC promotes public safety by implementing evidence-based programs which research shows reduces offender arrests, decreases drug use and increases employment (Rhyne and Hamblin 2010). In FY 2012, DRC served over 2600 clients. PPOs rely on DRC as a non-jail sanction option. When compared to the cost of jail beds, DRC is significantly more cost effective. The daily cost per client in DRC is \$46.52, as compared \$170 per client per day in jail.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of clients served yearly	2,683	2,800	2,722	2,700
Outcome	Percent of clients not recidivating one year post admit	85.0%	0.0%	82.0%	83.0%

Performance Measure - Description

✔ **Measure Changed**

New outcome measure. Recidivism is a measure of new felony convictions.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$726,693	\$941,534	\$166,914	\$1,568,694
Materials & Supplies	\$114,311	\$0	\$70,299	\$0
Internal Services	\$6,019	\$0	\$8,941	\$0
Total GF/non-GF:	\$847,023	\$941,534	\$246,154	\$1,568,694
Program Total:	\$1,788,557		\$1,814,848	
Program FTE	7.70	9.30	1.84	15.16
Program Revenues				
Other / Miscellaneous	\$253,413	\$0	\$246,154	\$0
Total Revenue:	\$253,413	\$0	\$246,154	\$0

Explanation of Revenues

County General Fund plus Circuit Court Jail Assessments \$246,154, which are deposited into the general fund. Revenue is collected by the Mult Co. Circuit Court per ORS 137.309. DCJ receives 60% of the monies collected per ORS 137.308. Revenue is trending down since 2005. Other Funds of \$1,568,694 are County General Fund (provided by Video Lottery funds).

Significant Program Changes

Last year this program was: #50047, Adult Day Reporting Center

Lead Agency: Community Justice

Program Contact: Laura Ritchie

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Electronic Monitoring (EM) allows staff to monitor the activities of pre- and post-adjudicated individuals in the community through house arrest, curfew monitoring, alcohol consumption monitoring, or the monitoring of an offender's movement in the community. Utilizing EM and Global Positioning Software (GPS) technology to minimize the movements of offenders within the community has proven to be a reliable, cost-effective way to sanction offenders and reinforce public safety. Current data indicate most defendants and offenders on EM complete their obligation successfully. On average, 105 sanctioned individuals are supervised per day on EM, which translates to \$3.5 million dollars in cost avoidance for the County on an annual basis.

Program Description

EM enables the County to utilize a restriction other than jail during pre-adjudication and post-conviction. EM allows Parole/Probation Officers (PPO) to know where high risk offenders are located at any given time. This alternative sanction expands supervision sentencing options for judges and creates cost-effective offender management by having the offender pay a portion of the equipment costs (based upon subsidy eligibility). This sanction further allows the offender the ability to maintain employment and continue participation in treatment groups. The EM Program provides case management assistance to PPOs by installing the bracelets, monitoring compliance, responding to program violations and maintaining an EM database.

The EM program is a collaborative, systems-oriented project that works closely with PPOs who in turn work with the Courts, the Oregon Board of Parole and Post Prison Supervision and the District Attorney's Office to enhance the success of individuals placed on community supervision.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served	2,160	700	2,100	2,100
Outcome	Number of jail beds saved	42,000	24,000	37,000	37,000

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$245,697	\$0	\$247,852	\$0
Contracts	\$123,695	\$0	\$123,695	\$0
Materials & Supplies	\$2,971	\$0	\$780	\$0
Total GF/non-GF:	\$372,363	\$0	\$372,327	\$0
Program Total:	\$372,363		\$372,327	
Program FTE	3.00	0.00	3.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50048, Adult Electronic Monitoring

Lead Agency: Community Justice

Program Contact: Carl Goodman

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Many individuals who commit property crimes are also addicted to alcohol or drugs. In an attempt to decrease additional felony convictions and hold people accountable both the State Department of Corrections and the Oregon Criminal Justice Commission invested monies into comprehensive programming for this population. DCJ has received funding for the Recidivism Addiction Intervention Network (RAIN) and the Success Through Accountability, Restitution and Treatment (START) court. These programs were funded through the passage of Measure 57 during 2008 which had limited monies dedicated to alcohol and drug treatment. Both of these programs are multi-disciplinary in nature and the monies have been divided between a variety of stakeholders.

Program Description

Both the RAIN and START programs require stringent drug testing, supervision and case management services through Parole/Probation Officers (PPO), funding for jail beds or jail transition services, and alcohol and drug treatment.

There are specific criteria for selection to each program. The funding agencies conduct evaluations of each program and report back to the legislature on the results.

The RAIN program has a staff member from a drug treatment program housed at the DCJ office and there is treatment on demand. PPOs work closely with jail counselors so that offenders sanctioned to jail have program expectations reinforced. DCJ and treatment staff members co-facilitate aftercare groups and individual "check-ups" at the office, even after formal treatment ends. Capacity is 100 offenders per year.

The START Drug Court integrates outpatient treatment with frequent judicial and probation interactions. START imposes swift and sure consequences for program violations, and uses incentives for positive changes. START is a collaborative program between the Courts, MCSO, Metropolitan Public Defenders, District Attorney's Office, Volunteers of America and DCJ. Capacity is 200 offenders per year.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served	250	0	265	265
Outcome	Percent of offenders who do not recidivate one year post admit	75.0%	0.0%	88.0%	85.0%

Performance Measure - Description

 **Measure Changed**

New measures. Recidivism is based on new felony conviction rate one year post admit.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$171,364	\$465,712	\$198,090	\$531,445
Contracts	\$0	\$922,068	\$0	\$1,052,887
Materials & Supplies	\$1,430	\$55,742	\$1,430	\$55,742
Internal Services	\$0	\$77,553	\$0	\$105,179
Total GF/non-GF:	\$172,794	\$1,521,075	\$199,520	\$1,745,253
Program Total:	\$1,693,869		\$1,944,773	
Program FTE	1.88	4.76	1.85	5.15
Program Revenues				
Indirect for dep't Admin	\$47,528	\$0	\$69,752	\$0
Fees, Permits & Charges	\$0	\$12,647	\$0	\$17,499
Intergovernmental	\$0	\$1,508,428	\$0	\$1,727,754
Total Revenue:	\$47,528	\$1,521,075	\$69,752	\$1,745,253

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$730,974. This is the budgeted amount for the first half of the FY13-15 biennium. Funding restricted to program that supports Measure 57; State Criminal Justice Commission \$904,325. Award ends 9/30/2013. Anticipating this grant will be renewed in FY14 at same level of funding; Probation Supervision fees from clients \$17,499. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status; Bureau of Justice Administration START Court grant \$92,455. Award ends 9/30/2014.

Significant Program Changes

Last year this program was: #50049, Adult Property Crimes Programs (RAIN & START)

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Adult Community Service Program (CS) promotes critical public safety goals. CS works with approximately 2,600 formally supervised offenders each year to assist them with their court mandated obligations of community service work. Offenders work in parks and assist non-profit agencies in projects that clean up the community. In FY 2012, 785,000 dollars of unpaid community service was provided to Multnomah County. CS also represents a sanction option that monitors offenders, holds them accountable and reserves jail beds for the most violent offenders.

Program Description

Community Service provides the courts and Parole/Probation Officers (PPO) with a cost-effective method of holding offenders accountable while providing reparations for the community. Courts sentence offenders to community service as a condition of probation and PPOs can sanction offenders to complete community service as a consequence of a supervision violation. Over 100 non-profit community organizations use offenders in this program for non-paid work. Under several circumstances, implementing CS is much more cost effective than using a jail bed, when a swift response to a supervision violation is necessary.

Along with being a low cost alternative to jail, CS also provides offenders the chance to give back by improving the livability of the community through the work that is accomplished in this program.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Annual dollars of unpaid work provided to the community	785,000	900,000	760,000	785,000
Outcome	Percent of offenders on felony supervision who closed with 100% hours worked.	10.0%	37.0%	10.0%	15.0%

Performance Measure - Description

FY 13 purchased new measure.

FY estimate = baseline measure.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$537,754	\$199,731	\$564,704	\$208,590
Contracts	\$2,880	\$0	\$2,880	\$0
Materials & Supplies	\$18,373	\$0	\$18,373	\$0
Internal Services	\$63,263	\$19,913	\$62,368	\$23,786
Total GF/non-GF:	\$622,270	\$219,644	\$648,325	\$232,376
Program Total:	\$841,914		\$880,701	
Program FTE	5.48	2.44	5.58	2.42
Program Revenues				
Indirect for dep't Admin	\$15,759	\$0	\$19,275	\$0
Fees, Permits & Charges	\$0	\$26,876	\$0	\$30,104
Intergovernmental	\$0	\$192,768	\$0	\$202,272
Total Revenue:	\$15,759	\$219,644	\$19,275	\$232,376

Explanation of Revenues

County General Fund plus IGA with City of Portland Water Bureau at \$40,000 per year. Work crews provide scheduled general heavy brushing work on right of ways, roadsides, trails, and COP properties. Current IGA through 6/30/2014; IGA with City of Portland Parks & Recreation \$162,272. Work crews provide scheduled maintenance of Portland Parks, golf courses and other sites. FY14 rate is \$434/day; Fees from clients \$30,104. Fee charged per ORS 423.570. This is a one-time-only fee set at \$35 per Board Resolution for clients sentenced to community service of 40 hours or more.

Significant Program Changes

Last year this program was: #50050, Adult Community Service - Formal Supervision

This programs offer reflects the increase of a 0.08 FTE Community Justice Manager that is transferring from another DCJ program in FY 2014. (Refer # 50054A)

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Londer Learning Center (LLC) promotes public safety by addressing low employability, lack of education and antisocial behaviors of offenders. If unaddressed, these prime risk factors often lead to increased crime, re-incarceration and unpaid restitution to victims. While working in collaboration with Parole/Probation Officers (PPO), courts, judges, treatment providers, community colleges and employment agencies, LLC's outcomes earned recognition as a national program model by the US Office of Vocational and Adult Education.

Program Description

PPOs, courts, and treatment providers annually refer over 900 medium and high risk offenders for instruction in employment skills, GED preparation, career development, college transition courses. Enhanced programming has enabled more adults to access pre-apprenticeship jobs training and community college certificate programs. More than 70% of offenders accessing LLC read below 9th grade levels; 90% perform math below 5th grade levels; 42% have suspected learning disabilities; and 70% suffer from substance abuse and attention deficit disorders. Instruction focuses on academics, prosocial skills, addressing learning challenges and behavioral issues that inhibit an offender's ability to find and maintain employment. Employment courses teach job search techniques and how to overcome criminal history barriers.

LLC facilitates transitional courses for vocations and apprenticeships through close collaboration with Portland Community College, construction trades training and links with Worksource Centers. Instructors at LLC use cognitive behavioral and motivational interviewing techniques to elicit change in offenders.

A large percentage of inmates within Oregon prisons and jails are school dropouts. Criminal behavior is more likely in adults with low levels of education and vocational training. Offenders who receive basic literacy instruction during or after incarceration are less likely to return to prison (Greenberg et al. 2007).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served annually.	950	900	900	950
Outcome	Percent of program participants earning a GED	50.0%	0.0%	50.0%	50.0%

Performance Measure - Description

 **Measure Changed**

Outcome is new measure.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$769,508	\$0	\$749,488
Contracts	\$0	\$14,200	\$5,400	\$14,200
Materials & Supplies	\$0	\$55,271	\$4,600	\$33,336
Internal Services	\$0	\$4,574	\$0	\$1,714
Total GF/non-GF:	\$0	\$843,553	\$10,000	\$798,738
Program Total:	\$843,553		\$808,738	
Program FTE	0.00	9.20	0.00	8.40
Program Revenues				
Indirect for dep't Admin	\$2,260	\$0	\$0	\$0
Intergovernmental	\$0	\$61,952	\$0	\$55,450
Total Revenue:	\$2,260	\$61,952	\$0	\$55,450

Explanation of Revenues

County General Fund plus DOE PCC Londer \$30,450. Agreement ends 6/30/2013. Anticipating agreement will be extended at the same level of funding for FY14; State of Oregon DHS Access to Recovery \$25,000. Agreement ends 6/30/2013. Anticipating agreement will be extended. Estimated revenue based on fee for service reimbursement from the State through the Londer Learning Center client services; Plus other funds of \$743,288 are County General Fund (provided by Video Lottery funds).

Significant Program Changes

Last year this program was: #50051, Adult Londer Learning Center

This program offer reflects a net 0.80 FTE decrease for FY 2014; 1.00 FTE Office Assistant Sr transferring to another DCJ program & 0.20 FTE increase Basic Skills Educator.

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Multnomah County's Medium Risk Generic Supervision unit was created due to research which shows that over supervising offenders may increase their likelihood to recidivate. Medium Risk Supervision is designed to supervise offenders at a level that is appropriate to their risk. The primary focus is to construct appropriate supervision strategies by addressing the offenders' dynamic criminogenic risks, needs, and responsivity factors in order to decrease the risk for recidivism. The Medium Risk Generic Supervision unit supervises approximately 850 offenders annually.

Program Description

Parole/Probation Officers (PPO) tailor supervision methods based upon the needs and risk level of the offender. Supervision may be conducted through: a) home and office visits; b) contacts with family; c) correspondence with community members; d) positive reinforcement principles (when offenders have demonstrated compliance); and e) coordination with law enforcement agencies, as appropriate.

Adult supervision is an essential component of public safety. Nearly all prison inmates return to their county of sentencing upon release, where they must complete post-prison supervision. The risk of these offenders committing new crimes is reduced when evidence-based supervision is in place and monitored. Concurrent with the implementation of evidence-based supervision practices, Multnomah County has experienced a steady decline of recidivism rates over the past ten years.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of newly admitted offenders served annually	860	0	930	930
Outcome	Percent of offenders not recidivating one year post admit	92.0%	0.0%	96.0%	96.0%

Performance Measure - Description

 **Measure Changed**

New measures. Recidivism is measured by new felony convictions. Number of offenders served yearly calculated to include all new offender rather than a monthly average.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$742,160	\$70,608	\$790,876	\$66,213
Contracts	\$0	\$529	\$0	\$1,042
Materials & Supplies	\$2,210	\$0	\$4,728	\$0
Internal Services	\$0	\$7,093	\$0	\$7,667
Total GF/non-GF:	\$744,370	\$78,230	\$795,604	\$74,922
Program Total:	\$822,600		\$870,526	
Program FTE	7.79	0.71	8.07	0.43
Program Revenues				
Indirect for dep't Admin	\$5,613	\$0	\$6,214	\$0
Fees, Permits & Charges	\$0	\$78,230	\$0	\$74,922
Total Revenue:	\$5,613	\$78,230	\$6,214	\$74,922

Explanation of Revenues

County General Fund plus Probation Supervision fees from clients \$74,922. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last year this program was: #50052, Adult Field Services-Medium Risk Generic Supervision

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Adult Community Service program (CS) for Bench Probation assists the courts in promoting public safety by helping offenders who are supervised directly by a judge. In addition to monitoring the work hours of bench probation clients, CS staff work with individuals participating in Project Clean Slate (PCS). PCS converts outstanding financial obligations for minor criminal and/or civil matters to community service work. The CS office interviews PCS participants, assigns them to a community service project, supervises the work, maintains a file for each case and reports back to the Court regarding each participant's compliance.

Program Description

CS for Bench Probation provides direct visibility of offenders as they restore the damage done to the community as a result of criminal actions. These offenders do not have a Parole/Probation Officer (PPO) but report directly to the sentencing judge. CS is responsible for coordinating community service work sites at public and non-profit agency locations, supervising each offender's community service and providing offender status reports to the Courts. Data reports show community sanctions reduce recidivism and enhance public safety (Oregon Department of Corrections 2002).

In partnership, CS and PCS helps clear outstanding warrants and court obligations that often impede an individual's ability to find stable housing, employment and/or financial assistance.

CS exemplifies cost-efficient cooperation and collaboration between the criminal justice system and public/private agencies by providing a cost savings equivalent to 4,800 jail bed days per year. Court ordered CS has also generated over 185,000 dollars of unpaid work benefiting the community in FY 2012.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Annual dollars of unpaid work provided to the community	185,200	120,000	228,000	230,000
Outcome	Number of jail beds saved	2,440	4,500	2,000	2,500

Performance Measure - Description

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$236,767	\$0	\$253,091	\$0
Materials & Supplies	\$780	\$0	\$780	\$0
Total GF/non-GF:	\$237,547	\$0	\$253,871	\$0
Program Total:	\$237,547		\$253,871	
Program FTE	3.00	0.00	3.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program ChangesLast year this program was: #50053, Adult Community Service-Bench Probation

Lead Agency: Community Justice

Program Contact: Laura Ritchie

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Community Court is sponsored by the Multnomah County District Attorney's Office. Police officers cite people accused of misdemeanors and violations directly to Community Court. Most non-violent, non person-to-person misdemeanors and violations are eligible to remain in Community Court for final resolution, which allows for social service referrals, a community service sentence, and dismissal of most charges on the first case. These offenders do not have a Parole/Probation Officer (PPO), but report directly to the sentencing judge. The Department of Community Justice provides one Corrections Technician (CT) to support Community Court.

Program Description

Community Court is a collaborative program staffed by the District Attorney's Office, the Circuit Court, Multnomah County Human Services, the Department of Community Justice (DCJ), Portland Business Alliance, Oregon Indigent Defense Services, Sheriff's Office, Portland State University and Portland Community College. Offenders sentenced to Community Court are typically cited on non person-to-person misdemeanors and violations. A typical Community Court sanction includes one to five days of community service and may include a social service mandate as well. Most first-time cases sent through Community Court are dismissed if the defendant successfully completes the Community Court sanction.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of participants referred annually	2,560	2,200	3,000	3,000
Outcome	Annual hours of community service	21,525	20,000	26,000	26,000

Performance Measure - Description

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$83,352	\$0	\$86,805	\$0
Materials & Supplies	\$1,860	\$0	\$1,860	\$0
Total GF/non-GF:	\$85,212	\$0	\$88,665	\$0
Program Total:	\$85,212		\$88,665	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was: #50054, Support to Community Court

Lead Agency: Community Justice

Program Contact: Patrick Schreiner

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Related to program offer 50041, this program offer provides two critical service components to the Domestic Violence (DV) unit:

- 1) First-time domestic violence offenders are placed in the Deferred Sentencing Program (DSP). DSP provides offenders access to services that help address their violent behavior patterns. If an offender successfully completes all requirements of DSP, he/she is not convicted of the initial offense and the case is dismissed.
- 2) DSP refers DV offenders to intervention services for batterers, which helps prevent their behavior from escalating into further contacts with law enforcement and subsequent stays in costly jails.

Program Description

The DV unit strives to end the cycle of violence by holding offenders accountable for their actions and giving them the opportunity to make long-term positive changes by engaging in appropriate counseling groups (batterer intervention, mental health, etc.). In addition to working with offenders to address behavior change, Parole/Probation Officers (PPO) in the DV unit work closely with victims to develop safety plans that help empower them to break the cycle of domestic violence. DV PPOs regularly attend court to ensure a systematic approach is being utilized in victim safety and offender accountability.

Reducing domestic violence is a priority for Multnomah County. This program increases public safety by holding high risk offenders accountable, promoting victim safety and building strong collaborative efforts with community partners. This program utilizes evidence-based practices including specialized assessment tools and cognitive behavioral intervention programming. Case management strategies provide offenders the opportunity to change by addressing factors which research has shown to reduce criminal behavior (Andrews 1994).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served annually.	42	0	39	40
Outcome	Percent of offenders not recidivating 12 months post admit	100.0%	0.0%	100.0%	100.0%

Performance Measure - Description

 **Measure Changed**

New measures. Recidivism based on new felony conviction.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$83,352	\$0	\$86,805	\$0
Materials & Supplies	\$260	\$0	\$260	\$0
Total GF/non-GF:	\$83,612	\$0	\$87,065	\$0
Program Total:	\$83,612		\$87,065	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program ChangesLast year this program was: #50055, Adult Domestic Violence Deferred Sentencing Program (DSP)

Lead Agency: Community Justice

Program Contact: Patrick Schreiner

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Sex Offender Reduced Supervision (SORS) caseload provides supervision for sex offenders who have been identified as low risk for sexual reoffense by validated risk assessment tools. A reduced level of supervision is provided to qualifying offenders in order to monitor compliance with sexual offense specific treatment, sex offender registration and special conditions of supervision. This caseload's staff assists with community safety by reducing risk through continued monitoring of the offender's behavior while on supervision.

Program Description

The SORS caseload is for sex offenders who have been identified as low risk for sexual reoffense. These offenders have shown compliance via:

- 1) Completing a minimum of one year supervision and treatment;
- 2) Passing a full disclosure polygraph (if medically able and if no extenuating circumstances exist);
- 3) Passing a maintenance polygraph within six months prior to their transfer to the SORS caseload; and
- 4) Having a limited sexual and criminal history.

An offender who meets any of the below criteria is excluded from SORS supervision:

- 1) Having an Axis II diagnosis (personality disorders);
- 2) Having a score of 6+ on the Static-99 assessment tool;
- 3) Having a primary sexual preference for children or sexual arousal to violence;
- 4) Having emotional identification with children;
- 5) Diagnosis of mental illness or Mentally Retarded Developmentally Disabled (MRDD);
- 6) Having any predatory designation (which can be waived by the manager).

In accordance with the Risk/Need/Responsivity model, the SORS program limits the extent of resources invested in low risk offenders and focuses on allocating the majority of resources to high and medium risk sex offenders. One Sex Offender Specialist Parole/Probation Officer (PPO) supervises approximately 140 offenders on the SORS caseload and is required to complete a home visit every six months. The offender is required to submit monthly reports, report in person every six months, successfully complete a maintenance polygraph every six months, participate in sexual offense specific treatment until discharged, and pay supervision and court ordered fees. Offenders are returned to a high risk caseload if there are any indications of status instability or verified behaviors that present an increased risk to the community or victim.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of newly admitted offenders served annually	135	0	134	135
Outcome	Percent of program participants that do not recidivate one year post admit	100.0%	0.0%	100.0%	100.0%

Performance Measure - Description

 **Measure Changed**

New measures. Recidivism based on new felony conviction.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$118,536	\$0	\$131,002
Materials & Supplies	\$0	\$260	\$0	\$260
Internal Services	\$0	\$11,844	\$0	\$14,964
Total GF/non-GF:	\$0	\$130,640	\$0	\$146,226
Program Total:	\$130,640		\$146,226	
Program FTE	0.00	1.00	0.00	1.00
Program Revenues				
Indirect for dep't Admin	\$9,373	\$0	\$12,129	\$0
Intergovernmental	\$0	\$130,640	\$0	\$146,226
Total Revenue:	\$9,373	\$130,640	\$12,129	\$146,226

Explanation of Revenues

State Department of Corrections (DOC) \$146,226. This is the budgeted amount for the first half of the FY13-15 biennium. There is some flexibility on how funding is allocated.

Significant Program Changes

Last year this program was: #50056, Adult Sex Offender Reduced Supervision (SORS)

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Reduced Supervision Team (RST) is the foundation for evidence-based practices in the Department of Community Justice (DCJ) Adult Services Division (ASD). The RST model provides minimal intrusion into the offender's life, takes care not to bring the offender deeper into the criminal justice system and encourages increased self-sufficiency. Over 2,200 offenders are supervised by RST annually.

Program Description

Offenders are assessed utilizing risk tools. Those who have the lowest risk to re-offend are routed to RST for supervision. Research shows that providing intense supervision to lower risk offenders is detrimental and causes more harm (Andrews, Bonta and Hoge 1990).

RST is a formal probation/parole/post-prison program that tracks the offender's supervision to completion. The offender is not required to see a Parole/Probation Officer (PPO) but must report any changes in address or employment, any law enforcement contact, and must receive permission to travel outside of Oregon. The offender must complete probation/parole/post-prison conditions. RST monitors new criminal activity and responds with an array of sanctions or redirection, which can include a caseload transfer for more intensive supervision, jail/revocation, electronic monitoring and/or community service.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of newly admitted offenders served annually	2,837	0	2,860	2,800
Outcome	Percent of offenders not recidivating one-year post-admit to supervision	93.0%	0.0%	94.0%	94.0%

Performance Measure - Description

 **Measure Changed**

New measures. Recidivism is measured by new felony conviction.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$824,928	\$319,563	\$870,533	\$352,388
Contracts	\$2,750	\$13,848	\$2,750	\$19,760
Materials & Supplies	\$19,580	\$0	\$15,156	\$0
Internal Services	\$10,806	\$33,241	\$2,536	\$42,425
Total GF/non-GF:	\$858,064	\$366,652	\$890,975	\$414,573
Program Total:	\$1,224,716		\$1,305,548	
Program FTE	8.56	3.44	8.49	3.51
Program Revenues				
Indirect for dep't Admin	\$26,306	\$0	\$34,387	\$0
Fees, Permits & Charges	\$0	\$366,652	\$0	\$414,573
Other / Miscellaneous	\$170,398	\$0	\$247,882	\$0
Total Revenue:	\$196,704	\$366,652	\$282,269	\$414,573

Explanation of Revenues

County General Fund plus Circuit Court Jail Assessments \$247,882 which are deposited into the general fund. Revenue is collected by Mult Co. Circuit Court per ORS 137.309. DCJ Receives 60% of the monies collected per ORS 137.308. Revenue is trending down since 2005; Probation Supervision fees from clients \$414,573. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last year this program was: #50057, Adult Generic Reduced Supervision (Casebank)

Lead Agency: Community Justice

Program Contact: Truls Neal

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Enhanced Bench Probation Program (EB) promotes public safety by monitoring over 2,200 adult offenders on bench probation who have 1 or more convictions for Driving Under the Influence of Intoxicants (DUII). EB staff monitor these cases by tracking each case for police contacts and reporting these contacts to the judge supervising the case. EB staff also collect offender monitoring fees.

Program Description

The Enhanced Bench Probation Program provides a service to the courts by monitoring police contacts with DUII offenders who are placed on bench probation and have failed to successfully complete the DUII Diversion program or is ineligible for diversion. Fifteen percent of these offenders are high risk multiple DUII offenders participating in the DUII Intensive Supervision Program. Defendants monitored by EB are entered into the statewide computer system known as the Law Enforcement Data System (LEDS) following their conviction. Police contact will generate an electronic notification sent to EB staff directly from law enforcement. An EB staff member researches the nature of the contact and sends a report to the supervising judge. The report to the judge includes information regarding law enforcement contact that reveals alcohol use, illegal driving or new criminal activity; or when an offender exhibit behaviors as reported by law enforcement which appear to constitute a significant danger to public safety.

The ability of the EB unit to monitor the activities of offenders allows the courts to effectively supervise these cases and address violations in a timely manner. EB is instrumental in holding bench probation clients accountable by serving as a connection between law enforcement and the courts.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served annually	2,340	2,200	2,200	2,200
Outcome	Percent successful closures	83.0%	0.0%	83.0%	83.0%

Performance Measure - Description

✔ **Measure Changed**

New measures.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$240,860	\$0	\$240,921
Contracts	\$0	\$1,800	\$0	\$4,265
Materials & Supplies	\$0	\$2,614	\$0	\$2,614
Internal Services	\$0	\$39,544	\$0	\$43,852
Total GF/non-GF:	\$0	\$284,818	\$0	\$291,652
Program Total:	\$284,818		\$291,652	
Program FTE	0.00	3.08	0.00	3.00
Program Revenues				
Indirect for dep't Admin	\$20,435	\$0	\$24,191	\$0
Fees, Permits & Charges	\$0	\$284,818	\$0	\$291,652
Total Revenue:	\$20,435	\$284,818	\$24,191	\$291,652

Explanation of Revenues

Enhanced Bench Probation fees \$291,652. Fees are set by and ordered by the Circuit Court as a condition of Enhanced Bench Probation and payable to DCJ for monitoring of the clients.

Significant Program Changes

Last year this program was: #50058, Adult Enhanced Bench for DUII

This programs offer reflects the decrease of a 0.08 FTE Community Justice Manager that is transferring to another DCJ program in FY 2014. (Refer # 50046)

Lead Agency: Community Justice
Program Offer Type: Innovative/New Program
Related Programs:
Program Characteristics:

Program Contact: Truls Neal

Executive Summary

The Enhanced Bench Probation Program (EB) promotes public safety by monitoring adult offenders on bench probation. This expansion of Enhanced Bench Probation adds as estimated 5,000 additional offenders to the program. EB staff monitor these offenders by tracking each case for police contacts and reporting these contacts to the judge supervising the case. EB staff also collect offender monitoring fees.

Program Description

The expanded Enhanced Bench Probation Program will monitor offenders placed on bench probation at the request of the judge. The most common offenses for people placed on bench probation are drug offenses, theft, minor assaults, disorderly conduct, and criminal mischief. This program is strongly supported by Multnomah County judges, who currently do not have sufficient staff to respond to all of the offenders currently serving a bench probation.

DCJ's ability to monitor additional offenders will be augmented through the use of the latest technology using web and phone based communication. People on EB can report in from any phone, reminders can be sent electronically to offenders to improve compliance with the requirements of supervision, and compliance information can also be sent directly from treatment providers to DCJ using web-based technology. On a regular basis, reports will be sent to the court with compliance information from the electronic reporting system.

Defendants monitored by EB are also entered into the statewide computer system known as the Law Enforcement Data System (LEDS) following their conviction. Police contact will generate an electronic notification sent to EB staff directly from law enforcement. An EB staff member researches the nature of the contact and sends a report to the supervising judge. Reports to the court will include information regarding law enforcement contact that reveals new criminal activity; and/or when an offender exhibits behaviors as reported by law enforcement which appear to constitute a significant danger to public safety.

The ability of the EB unit to monitor the activities of offenders allows the courts to effectively supervise these cases and address violations in a timely manner. EB is instrumental in holding bench probation clients accountable by serving as a connection between law enforcement, probationers, and the courts.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders served annually	0	0	0	5,000
Outcome	Percent of offenders whose cases successfully close	0.0%	0.0%	0.0%	83.0%

Performance Measure - Description

New program offer.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$100,000	\$233,076
Contracts	\$0	\$0	\$0	\$75,000
Materials & Supplies	\$0	\$0	\$0	\$1,040
Internal Services	\$0	\$0	\$0	\$35,239
Total GF/non-GF:	\$0	\$0	\$100,000	\$344,355
Program Total:	\$0		\$444,355	
Program FTE	0.00	0.00	0.96	3.04
Program Revenues				
Indirect for dep't Admin	\$0	\$0	\$28,562	\$0
Fees, Permits & Charges	\$0	\$0	\$28,562	\$344,355
Total Revenue:	\$0	\$0	\$57,124	\$344,355

Explanation of Revenues

County General Fund which includes Department Indirect Revenue of \$28,562 based on indirect rate of 9.24% of total allowable expenditures in this program offer plus Enhanced Bench Probation fees \$344,355. Fees are set by and ordered by the Circuit Court as a condition of Enhanced Bench Probation and payable to DCJ for monitoring of the clients.

Significant Program Changes

Last year this program was:

New Program

Lead Agency: Community Justice

Program Contact: Laura Ritchie

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Research has shown offender behavior change requires a balance of supervision, services and sanctions. Sanctions are a part of sound correctional practice. A recent Vera Institute study dated December 2007 shows alternative sanctions have a greater impact on offender behavior than jail beds alone. Other studies demonstrate Day Reporting Centers, Community Service and other program-based sanctions result in a decrease in recidivism. This program provides Parole/Probation Officers (PPO) an array of less expensive, more effective sanctioning options than incarceration alone.

Program Description

Sanctions are imposed by PPOs to address supervision violations. Typically, these violations are not new crimes. Sanctions are used to hold offenders accountable and promote offender behavior change. To be effective, a continuum of sanctioning incorporates options ranging from least restrictive to incarceration. A range of options allows the PPO to impose a sanction equal to the severity of the violation.

This program offer will enable DCJ to provide immediate access to the Day Reporting Center (DRC), Community Service (CS) and Electronic Monitoring (EM) for offenders who would otherwise be sanctioned to jail.

Jail beds are the most expensive sanctioning option available for PPOs and have been shown to be the least effective option for changing offender behavior. Because of the high cost, jail beds should remain available for the highest risk offenders who cannot be managed successfully in the community.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average number of alternative sanctions recommended per month	234	0	255	275
Outcome	Average number of revocations per month	32	0	31	25

Performance Measure - Description

New program offer.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$308,970	\$588,717	\$951,907	\$0
Contracts	\$140,089	\$0	\$140,089	\$0
Materials & Supplies	\$72,873	\$130	\$73,003	\$0
Total GF/non-GF:	\$521,932	\$588,847	\$1,164,999	\$0
Program Total:	\$1,110,779		\$1,164,999	
Program FTE	4.00	6.50	10.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last year this program was:

This is new program offer for FY14 but was submitted in prior fiscal years (see FY12 Offer #50048 Adult Effective Sanctioning Practices). For FY13 the costs of this program were included in multiple program offers(50039 Adult Transition and Re-Entry Services,50047 Adult Day Reporting Center,50048 Adult Electronic Monitoring,50050 Adult Community Service Formal Probation,and 50051 Adult Londer Learning Center)

Lead Agency: Community Justice

Program Contact: Scott Taylor

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Oregon Department of Corrections allocates funding to each of the 36 counties for Community Corrections Operation (SB1145). The Department of Corrections, in partnership with the counties, is required to conduct a cost study of community corrections every six years and adjust the state budget to the actual costs of carrying out the functions of community corrections. 2012 was the first six-year review date. We anticipate the 2014 legislature will appropriate and the Department of Corrections will increase allocated funds to Multnomah County Community Corrections.

This increased funding will allow the Department of Community Justice (DCJ) to keep effective treatment, housing and mental health programs operating. In addition, DCJ will fund new positions. First, we will fund additional staffing for the new Assessment and Referral Center (ARC, #50035). Second, a Program Specialist, who would provide centralized administration of contracts, will be hired. Finally, this money will fund another Program Specialist to provide oversight for a variety of DCJ initiatives.

Program Description

DCJ currently partners with Volunteers of America in the provision of services to 18 to 24 year old high risk offenders on supervision and those who are being released from jail. The partnership provides jail reach in services, in-jail transition groups, transition substance abuse/mental health counseling, pro-social activities and employment case management services. This population is our highest risk to recidivate, yet this program appears to be impacting this population in a positive way.

The second program is for transitional housing and mental health services for high risk offenders who are deemed homeless at the time of their release. It provides 29 beds and a mental health case manager. A recent review shows this population includes sex offenders with mental illness/addiction issues.

The third program in this request is for the continued funding of 40 outpatient slots that are currently funded through one-time-only funding. Evidence strongly suggests that targeting an offender's drug and alcohol issues is key in reducing recidivism.

Lastly, this offer would fund additional staffing for the new Assessment and Referral Center (ARC, #50035), which combines in-custody interviews, intakes (post prison and probation) and specialized services for those released from state and local custody. This offer would also fund a Program Specialist who would provide centralized administration of contracts to ensure that Department and County monies are being utilized in the manner in which they were intended. Another Program Specialist will also be funded. This is a new position designed to assist with ongoing coordination, support and oversight of Effective Practices in Supervision (EPICS), field cognitive behavioral therapy groups, and other ongoing initiatives.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	# of offenders served by ARC.	0	0	0	12,000
Outcome	Percent of offenders who do not recidivate one year post program exit.	0.0%	0.0%	0.0%	88.0%

Performance Measure - Description

 **Measure Changed**

New measures.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$91,011	\$346,744
Contracts	\$508,265	\$0	\$0	\$623,334
Materials & Supplies	\$0	\$0	\$260	\$17,700
Internal Services	\$0	\$0	\$0	\$112,608
Total GF/non-GF:	\$508,265	\$0	\$91,271	\$1,100,386
Program Total:	\$508,265		\$1,191,657	
Program FTE	0.00	0.00	1.00	4.00
Program Revenues				
Indirect for dep't Admin	\$0	\$0	\$91,271	\$0
Fees, Permits & Charges	\$0	\$0	\$91,271	\$0
Intergovernmental	\$0	\$0	\$0	\$1,100,386
Total Revenue:	\$0	\$0	\$182,542	\$1,100,386

Explanation of Revenues

State Department of Corrections (DOC) \$1,100,386. This is the anticipated adjustment in funding for the first half of the FY13-15 biennium. There is some flexibility on how funding is allocated; Department Indirect Revenue of \$91,271 based on indirect rate of 9.24% of total allowable expenditures for this program offer.

Significant Program Changes

Last year this program was: #50061, ASD State Funding Bridge

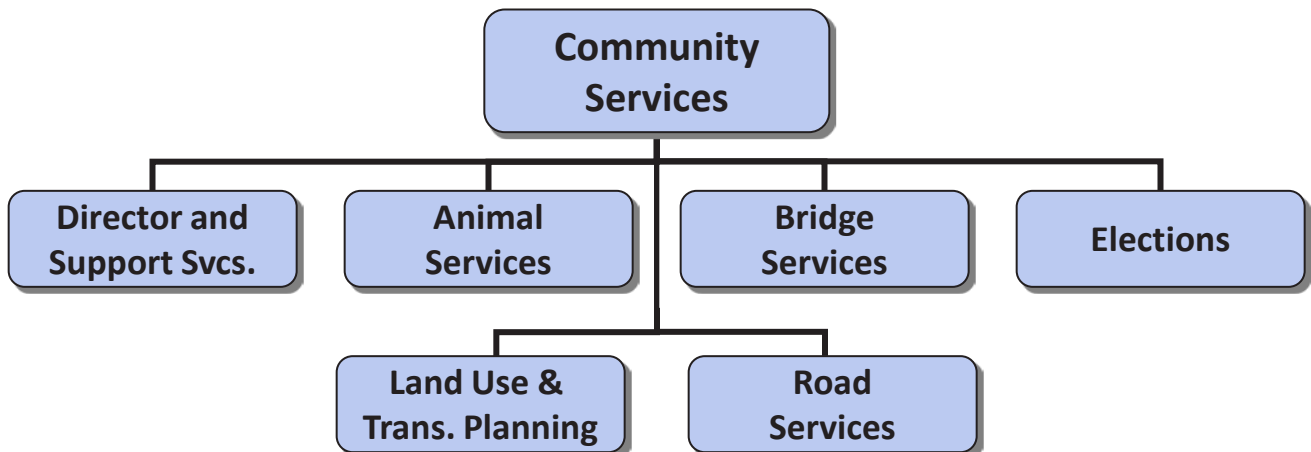
Department Overview

Multnomah County Department of Community Services (DCS) is comprised of a number of unique and essential government services. DCS includes the divisions of Animal Services; Elections; Land Use and Transportation Planning; Bridge Services; Road Services; and Budget and Operations Support.

The common mission of these diverse lines of business is articulated in this very simple Statement of Purpose: “Our mission is making Multnomah County a great place to live and work” by providing the services identified above.

While the goals and desired outcomes of these programs vary in accordance with their unique missions and legal mandates, the DCS Leadership team has articulated a common set of values which they have applied to what they do and how they do it. It is this common understanding and communication of how they behaviorally apply these values to their day to day work that has contributed to the success within each service delivery area. Those values are: Accountability, Customer Focus, Diversity and Equity, Excellence, Integrity, Respect and Appreciation, Safety, Sustainability and Teamwork.

It is the common vision shared in the Department, “DCS: Ahead of the curve...for the services you rely on”, that has been the foundation of DCS’ success during this difficult decade of continuous fiscal constraint. The 200 plus employees of DCS know public service requires that they stay in tune and abreast of the varied industry, policy and technology changes to which they must adapt. They seize opportunities to implement continued process improvements and innovation and strive to demonstrate their commitment to provide residents, partners and stakeholders the very best value for their tax dollars.



Budget Overview

The budget for the Department of Community Services is approximately \$222 million. When compared with the FY 2013 adopted budget, General Fund support remains at about \$12.3 million. Other funds decreased by \$28.9 million to \$210 million. The overall budget decreases by \$28.9 million (11.5%).

Contractual Services decreased by \$18.6 million for the Sellwood Bridge. In FY 2014 the Sellwood Bridge project will have transitioned from a project focused on design to one focused on construction. Contractual Services are used much more extensively in design than they are in construction. Contractual Services increased by \$2.9 million for other Willamette River bridges. Three new projects are added in FY 2014 where contractual professional services represent a high percentage of the total costs for the preliminary engineering necessary for the projects.

Debt service for the Sellwood Bridge is reduced by \$41 million because the Sellwood Bridge Fund was required to pay off a \$40 million debt at time of bonds issuance in December 2012. In FY 2014, the only debt payment that will be made will be the first year’s installment payment on the bonds issue.

Capital Outlay increases by \$24.5 million for transportation projects. \$20 million of this increase is for the Sellwood Bridge replacement project as it moves into the construction phase.

The following programs are partially or entirely funded on a one-time-only basis:

- 91009 - Animal Service Workforce Study - \$30,000
- 91025 - Sauvie Island Planning - \$60,000
- 91000 - Director’s Office - \$120,000 for an ombudsman

Budget Trends*	FY 2012	FY 2013	FY 2013	FY 2014	Difference
	Actual	Current Estimate	Adopted Budget	Adopted Budget	
	Staffing FTE	202.00	204.25	204.25	
Personnel Services	\$19,376,639	\$20,341,716	\$20,868,489	\$21,689,269	\$820,780
Contractual Services	64,924,462	44,383,252	59,704,925	43,928,287	(15,776,638)
Materials & Supplies	9,640,677	14,740,855	22,164,307	24,724,941	2,560,634
Debt Service	0	42,768,605	40,985,000	0	(40,985,000)
Capital Outlay	<u>15,157,766</u>	<u>57,387,307</u>	<u>107,620,883</u>	<u>132,113,749</u>	<u>24,492,866</u>
Total Costs	\$109,099,545	\$179,621,735	\$251,343,604	\$222,456,246	(\$28,887,358)

*Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

FY 2013 has been a year of successes for DCS:

- The Sellwood Bridge Replacement Project is proceeding as planned. In FY 2013 contracts were executed that brought approximately 97% of the project under contract, the old span was successfully moved to serve as a temporary detour bridge and the final bridge design was approved.
- Animal Services live release rate for dogs is 90%, which exceeds the FY 2013 goal of 86%. For cats it is 61%, which exceeds the goal of 60%.
- Elections conducted a presidential general election without significant issues and under budget.
- Land Use Planning has completed an in-depth review of its fees and plans to implement needed fee increases in FY 2014.
- Road Services has secured funding to make important safety improvements to Cornelius Pass Road.

The most significant challenges faced by DCS continue to be related to infrastructure. Animal Services is in need of a new, centrally located facility. Transportation continues to look for ways to fund much needed improvements to the County's system of roads and bridges.

Diversity and Equity

DCS leadership led efforts to diversify its workforce and assure equity in the delivery and access to its services. Strategies that are employed include: targeted recruitment of women and people of color for vacancies which have been historically the most likely to be homogeneous in gender and race.

A department practice of including diversity in gender, race, and sexual orientation on each interview/hiring panel to assure that all candidates feel welcomed and represented in DCS. These efforts have resulted in the successful employment of both men and women in non-traditional classifications, i. e., more men in office support and customer service positions and females in engineer and maintenance positions; as well as a younger, more racially and ethnically diverse temporary and permanent elections staff.

The DCS Leadership team continues its strong commitment to the participation and encouragement of DCS staff to engage in the varied county affinity network groups as well as the recently initiated Building Partnerships Across Differences curriculum. Additionally, the department piloted and is committed to incorporating the Equity and Empowerment Lens in to program delivery.

The Sellwood Bridge Replacement project is offering significant opportunities to support minority and women owned businesses as well as emerging small businesses. Programs in place for this large project include; mentorship programs, apprenticeship programs and divisions of work packages that will give these businesses the opportunity to bid successfully on the project.

Budget by Division

Division Name	FY 2014 General Fund	Other Funds	Total Division Cost	Total FTE
DCS Director and Support Services	\$1,446,390	\$1,563,831	\$3,010,221	21.25
Animal Services	6,024,631	2,427,462	8,452,093	52.50
Elections	3,606,309	0	3,606,309	10.00
Land Use and Transportation Planning	1,266,916	16,347,268	17,614,184	11.60
Bridge Services	0	150,559,576	150,559,576	42.15
Road Services	0	42,733,369	42,733,369	67.60
Total Community Services	\$12,344,246	\$213,631,506	\$225,975,752	205.10

**Does include cash transfers, contingencies or unappropriated balances.*

Director and Support Services

This division is comprised of three groups; the Director's Office, Human Resources and Business Services.

The Director's Office leads, manages and oversees both the mandated and non-mandated services of the department. It represents the Chair and the Board in the administration of the Department of Community Services. It provides leadership, management and executive direction to the programs and services within the Department. It is responsible for leading the department in providing cost efficient, quality services that offer good value to County residents while providing a safe work environment for staff and the public.

The Human Resources Team provides direct support to department managers, and to all current and prospective employees including recruitment and selection services, performance management, and consultative services regarding a wide range of management and employee/labor relations issues.

Business Services manages the financial and administrative functions of the operating programs within DCS. This unit performs the essential administrative support operations of the various DCS programs while providing common interpretations of county policy and procedure.

Significant Changes

A new limited duration ombudsman position has been added to the Director's Office budget. This position will serve as a designated neutral and impartial dispute resolution practitioner on important policy issues faced by DCS programs.

Animal Services Division

The mission of the Animal Services Division is protecting the health, safety and welfare of pets and people in all of Multnomah County. To accomplish this mission, the Division is organized into three service areas:

1. Animal Shelter Operations program provides humane shelter and health care 365 days/year for lost, homeless and stray animals that are injured, sick, abandoned, abused and neglected. The program reunites animals with their owners, adopts animals into new homes, and provides veterinary medical hospital services.
2. Field Services program provides 24 hour/7 days a week public safety emergency response to animals attacking people and animals; 24 hour emergency animal rescue for injured, sick, and abused animals; investigation services for animal bite cases, potentially dangerous dog incidents, and animal abuse and neglect; enforces city, county, and state laws; and, provides education and assistance in resolving neighborhood animal nuisances.
3. Client Services and Community Outreach program provides customer service for shelter visitors, phone customers, and e-business transactions; administers the countywide pet licensing program, supervises the division's volunteer and foster programs, and the Apartment Cat Team (ACT).

Significant Changes

Two new FTE have been added to program offer 91007 to coordinate animal rescue and fostering program. Both positions are funded from dedicated donation revenue. One new FTE has been added to program offer 91005 to improve customer service. The new position was funded within existing resources. One FTE has been added to program offer 91005 to coordinate the ACT Program. One FTE has been reduced in program offer 91006 due to the elimination of the Portland Parks Animal Control Officer program.

Animal Services' budget includes a one-time-only General Fund program (91009) of \$30,000 to engage a consultant to look at the structure of the organization with special attention to the fiscal support operations to ensure it is designed for maximum efficiency and effectiveness.

Elections

The mission of the Elections Division is to uphold a reputation for transparent, accurate, accessible and accountable elections in Multnomah County and maintain the public's confidence and trust in the elections process by running a smooth election. The Elections Division conducts all local, city, county, state and federal elections for the citizens of and all political districts within Multnomah County. It conducts many types of elections; from Water District Commissioner to President of the United States. Local elections include elected boards of directors for schools and special districts as well as local measures. City elections include elected city offices and city measures. County elections are for elected county offices and county measures. State elections include Governor, all statewide offices and state senate and house seats in Multnomah County. Federal elections include Presidential, US Senate and Congressional races.

Conducting elections involves: registering voters; maintaining the statewide voter registration and election management data base (OCVR); maintaining address and district data; checking signatures on city and local candidate/initiative petitions; accepting candidate/measure filings; producing voters' pamphlets; issuing and mailing ballots; managing drop site locations; accepting and processing returned ballots; providing assistance to voters with disabilities; counting ballots; and releasing results. For major elections, Elections employs as many as 250 temporary election workers.

Significant Changes

There are no significant budget changes that impacted the division.

Land Use and Transportation Planning

The Land Use and Transportation Planning Division is comprised of three service areas: Land Use Planning, Transportation Planning and Code Compliance.

Land Use Planning implements federal, state, and local policies and laws that preserve the rural farm and timber economy, protect the environment and maintain the quality of life in our unincorporated communities. Land Use Planning includes long range/ legislative planning and current planning/ development review functions.

Transportation Planning develops and implements strategies to improve all modes of transportation at the regional and local level. The program reviews transportation impacts of proposed new development, prepares the Capital Improvement Plan and Program and secures funding for implementing capital improvements as well as education and outreach programs especially related to Active Transportation.

Code Compliance ensures compliance within land use and transportation right-of-way rules. It is largely complaint driven, emphasizing hands-on work with property owners to achieve voluntary compliance with the respective rules.

Significant Changes

In FY 2014 Land Use Planning budget includes a one-time-only program (91025) for \$60,000 to engage a consultant to work on needed updates to the Sauvie Island Rural Area Plan.

Road Services

The Road Services Division manages and preserves the County road infrastructure to provide a safe and reliable transportation system that supports economic and community vitality. The Division is comprised of two service areas under which a variety of services are performed: Road Services and County Surveyor's Office. Within Road Services and the County Surveyor's Office are various sections performing a wide range of services provided to local municipalities, developers, land surveyors and the general public. Services include, but are not limited to: road maintenance, capital planning, capital design and capital construction management and engineering, traffic services, right-of-way acquisitions and permitting, and mandated and non mandated surveying functions performed through the Survey Office.

Road Services fulfills its mandates through cooperative planning with state, local and regional jurisdictions to preserve and improve the transportation system through the building of roads and providing daily maintenance and traffic services that contribute to public safety, environmental protection, livability and water quality. The County Surveyor's Office provides mandated service such as: Review surveys submitted for filing by land surveyors; Filing and indexing surveys into the public survey records; Maintenance of public survey records and provide research tools to view and provide copies of these public records; and Review and approval of land divisions.

Significant Changes

The Division continues to balance operational and system needs against dedicated funding sources. Dedicated revenues supporting these service areas remain at risk with the economic difficulties facing the nation, state and region. The risk to the Road Program is represented through reduced vehicle miles traveled, decline in gas tax revenues associated with high unemployment and the federal mandates directing car manufacturers to increase fuel economy. Fuel economy though positive for the environment, does negatively impact the gross revenues derived from the sale of gasoline (gasoline tax remains the largest component of the state highway fund).

In previous years Road Services reported a steady decline in the County's pavement condition. The recent \$0.06 increase in state gas tax enabled the Road program to arrest the decline by targeting the new revenue at surface treatments and other important maintenance preservation work.

Similarly, the Survey Office revenues have mirrored the region's economic situation with decreasing record filings and plat reviews, indicators of new development and real property transactions.

Bridge Services

The Bridge Services Division is entrusted with operating, preserving, improving the safety and prolonging the life of the County's long term investment in its six Willamette River Bridges and 24 other bridge structures. The Willamette River crossings consist of four movable bridges (Hawthorne, Morrison, Burnside, and Broadway) and two fixed structures (Sellwood and Sauvie Island).

The Division is comprised of three service areas; Engineering, Maintenance and Operations.

The Engineering group provides planning, engineering and construction project management for capital projects intended to preserve, rehabilitate or at times replace the structures and roadways of the County's bridges.

The Maintenance group is made up of those who perform the everyday maintenance and preventative maintenance on the bridges. It is their responsibility to ensure the operational reliability of the bridge mechanical, electrical, structural and corrosion protective (paint) systems.

The Operations group is stationed in the operator houses on each of the four drawbridges. Bridge Operators raise and lower the draw spans to allow ships to pass.

Significant Changes

The following describes the significant budget changes that impact the division.

Construction of the Sellwood Bridge will be fully underway in FY 2014. As a result, the majority of the engineering staff will be primarily engaged with that project. Maintenance and Operations will continue with current workloads.

Other significant work will involve the initiation of a Willamette River Bridge 20 year capital needs projection. This plan will serve as the primary source of future project identification. As a separate activity, the Bridge division will have completed the urgent needs identification of the Burnside Bridge, currently underway in FY 2013. The study will identify urgent repairs and seek funding in FY 2013 for expense in the upcoming budget cycles.

Other key projects which will see activity in FY 2014 are: Broadway Bridge painting, Broadway Bridge rail wheel repair and Burnside Bridge miscellaneous repairs.

Department of Community Services

The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
DCS Director and Support Services					
91000	Director's Office	\$640,133	\$0	\$640,133	2.25
91001	DCS Human Resources	300,953	0	300,953	2.00
91002	DCS Business Services	293,952	0	293,952	2.00
91011	Budget and Operations Support	211,352	1,563,831	1,775,183	15.00
Animal Services					
91005	Animal Services Client Services	1,947,392	1,660,000	3,607,392	20.00
91006	Animal Services Field Services	1,456,185	25,000	1,481,185	14.00
91007	Animal Services Animal Care	2,591,054	742,462	3,333,516	18.50
91009	Animal Service Workforce Study	30,000	0	30,000	0.00
Elections					
91008	Elections	3,606,309	0	3,606,309	10.00
Land Use and Transportation Planning					
91018	Transportation Capital	0	15,786,081	15,786,081	0.00
91020	Transportation Planning	0	460,150	460,150	3.40
91021	Land Use Planning	1,266,916	41,037	1,307,953	8.20
91025	Sauvie Island Planning	0	60,000	60,000	0.00
Bridge Services					
91015	Bridge Maintenance and Operations	0	3,190,671	3,190,671	23.00
91016	Bridge Engineering	0	4,804,256	4,804,256	19.15
91017	Sellwood Replacement Project	0	142,564,649	142,564,649	0.00
Road Services					
91012	County Surveyor's Office	0	2,684,500	2,684,500	10.00
91013	Road Services	0	10,819,561	10,819,561	57.60
91022	City Supplemental Payments	0	29,229,308	29,229,308	0.00
Total Community Services		\$12,344,246	\$213,631,506	\$225,975,752	205.10

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Lead Agency: Community Services

Program Contact: Kim Peoples

Program Offer Type: Administration

Related Programs: 91001, 91002, 91005, 91008, 91011, 91012, 91013, 91015, 91016, 91017, 91018, 91020, 91021

Program Characteristics:

Executive Summary

The Department of Community Services ensures the safety of citizens and animals, preserve the transportation infrastructure and environment of Multnomah County and to enhance the quality of life. The Director's Office leads, manages and oversees both the mandated and non-mandated services of the department.

Program Description

The Director's Office represents the Chair and the Board in the administration of the Department of Community Services which includes land use and transportation services; animal service programs and facilities; survey of land within the County as prescribed by state and local code; and, County election duties as prescribed by state and federal law. The Director's Office provides leadership, management and executive direction to the programs and services within the Department of Community Services. The Director's Office is responsible for leading the department in providing cost efficient, quality services that offer good value to County residents.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of leadership development training hours per supervisor	15	35	31	35
Outcome	Percent of employees receiving an annual evaluation	100.0%	100.0%	100.0%	100.0%

Performance Measure - Description

Number of training hours DCS provides and supports for members of the executive leadership team to develop supervisory, management and leadership competencies.

Percent of employees receiving an annual evaluation is the measure associated with the desired outcome of all employees receiving feedback from their supervisor.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$446,374	\$0	\$434,938	\$0
Contracts	\$54,565	\$0	\$30,000	\$0
Materials & Supplies	\$41,047	\$0	\$36,713	\$0
Internal Services	\$109,769	\$0	\$138,482	\$0
Total GF/non-GF:	\$651,755	\$0	\$640,133	\$0
Program Total:	\$651,755		\$640,133	
Program FTE	2.25	0.00	2.25	0.00
Program Revenues				
Fees, Permits & Charges	\$481,352	\$0	\$433,180	\$0
Total Revenue:	\$481,352	\$0	\$433,180	\$0

Explanation of Revenues

The Director's Office is funded by the indirect charges to the Road and Bridge Funds and the General Fund.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #91000, Director's Office

A new limited duration ombudsman position has been added to the Director's Office budget. This position will serve as a designated neutral and impartial dispute resolution practitioner on important policy issues faced by DCS programs.

Lead Agency: Community Services

Program Contact: Cynthia Trosino

Program Offer Type: Administration

Related Programs: 91000, 91002, 91005, 91008, 91011, 91012, 91013, 91015, 91016, 91020, 91021

Program Characteristics:

Executive Summary

The Department of Community Services (DCS) Human Resources provides direct support to department managers, to all current and prospective employees including but not limited to recruitment and selection services, performance management, employee orientation and organization development, succession planning, and consultative services regarding a wide range of management and employee/labor relations issues.

Program Description

The program provides a broad range of services for both department managers and employees regarding human resources and labor relations issues. The DCS Human Resources staff consults and advises management and employees on interpreting and applying the County's HR performance planning, personnel rules, policies and procedures, collective bargaining labor agreements, and other applicable laws and regulations governing public sector employment. The unit provides DCS managers with additional support in the form of recruitment and retention services; employee development; performance management consultation; discipline and grievance processing and dispute resolution. The team provides recruitment and selection services; administer the department's FMLA and OFLA record keeping; maintains its personnel records and provides for essential liaison relationship with Central HR/Labor Relations.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average days to fill recruitment	74	60	60	60
Outcome	Employee satisfaction in orientation to the dept as a whole in the first 30 day	100.0%	100.0%	100.0%	100.0%

Performance Measure - Description

Average days to fill recruitment from requisition receipt to job offer accepted from candidate. Goal is 60 days (industry standard is 81 days).

New employee's satisfaction with our orientation process for the department, division and work section measures our success of acclimatizing new employees to the workplace during the critical first month.

Legal/Contractual Obligation

Three collective bargaining agreements; federal, state, county and department regulations covering compensation, disciplinary action and work schedules.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$256,728	\$0	\$298,453	\$0
Contracts	\$5,000	\$0	\$0	\$0
Materials & Supplies	\$500	\$0	\$2,500	\$0
Total GF/non-GF:	\$262,228	\$0	\$300,953	\$0
Program Total:	\$262,228		\$300,953	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

N/A

Significant Program Changes

Last year this program was: #91001, DCS Human Resources

Lead Agency: Community Services

Program Contact: Gerald Elliott

Program Offer Type: Administration

Related Programs: 91000, 91001, 91005, 91006, 91007, 91008, 91011, 91012, 91013, 91015, 91016, 91017, 91018, 91020, 91021

Program Characteristics:

Executive Summary

This work unit manages the business services function of DCS and provides direct support to the Department Director.

Program Description

This work unit manages the financial and administrative functions of the operating programs within the Department of Community Services. These operating areas include Animal Services, Elections, Survey, Transportation Engineering, maintenance and Planning, Bridges and Land Use Planning. It directly supervises Budget and Operations Support which performs the following functions: Records Management, Contract Administration, Grant Accounting, Cost Accounting, Accounts Payable and Receivables for warehouse operations, payroll and personnel maintenance, preparation of legal records for litigation, in addition to the reception and clerical functions typically associated with these positions. This unit performs the essential administrative support operations of the various DCS programs while providing common interpretations of County Policy and Procedure through its administrative and fiscal services. This allows other program areas to remain focused on delivering their core program services.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total dollars spent by DCS	126,262,533	260,196,897	149,477,821	216,019,534
Outcome	Percent of invoices paid on time	80.0%	90.0%	85.0%	90.0%

Performance Measure - Description

Total dollars spent by DCS provides a general measurement of activity level of Business Services. The fluctuation in dollar values from year to year are primarily a function of Transportation capital projects.

Invoices paid on time is the percentage of invoices paid within 30 days of the invoice date and measures the effectiveness of the accounts payable process.

Legal/Contractual Obligation

ORS 294 – County and Municipal Financial Administration rules and Regulations
ORS 366.739-774 – State Highways and State Highway Fund Allocations to Counties and Cities
ORS 368.051 – Accounting for County Road Work
Government Accounting Standards Board (GASB)
Generally Accepted Accounting Principles (US GAAP)
Oregon OSHA Regulations – Rules for Worker Safety

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$283,594	\$0	\$293,292	\$0
Materials & Supplies	\$0	\$0	\$660	\$0
Total GF/non-GF:	\$283,594	\$0	\$293,952	\$0
Program Total:	\$283,594		\$293,952	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This program supports all Department of Community Services programs and does not receive revenue directly. A portion of the expenses of this group are allocated to other Community Services programs through indirect rates.

Significant Program Changes

Last year this program was: #91002, DCS Business Services

Lead Agency: Community Services

Program Contact: Mike Oswald

Program Offer Type: Existing Operating

Related Programs: 91006, 91007

Program Characteristics:

Executive Summary

The Client Support and Community Outreach program provides customer service for shelter visitors, phone customers, e-business transactions and pet licensing. Program services include: staffing the Division's call center; managing the Countywide pet licensing program; supervision of over 250 active volunteers; provides outreach spay-neuter services to low income cat owners through the ACT Program (Apartment Cat Team). The program processes approximately \$1.8 million annually in revenue, including all pet licensing, donations and customer transactions

Program Description

The Client Support program delivers the following services: 1) Phone services provides information, assistance and referral for 50,000 annual phone customers. Regular business phone lines are staffed four days a week, providing 30 hours of service each week. 2) Visitor services assist the 90,000 walk-in customers that visit the shelter each year processing all transactions for animal intake, animal adoptions, lost and found reports, calls for field services, owners reclaiming animals, pet licensing, and general information and referral. 3) Pet licensing services processes all pet licensing and animal facility licensing, including license sales and renewals through the mail, license sales by business partners in the community, on-line e-business sales, database entry, billing and collection system for notices of infraction, deferred payment and NSF checks. 4) The Volunteer Program provides recruitment, selection, training and supervision for citizens and organizations who volunteer to assist in the delivery of services. Volunteers assist with animal care, foster shelter animals, and participate in adoption outreach and community events.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Pet Licenses Processed	94,483	100,000	96,000	98,000
Outcome	Number of Volunteers expressed in FTE	20	20	24	25
Output	ACT Spay-Neuter Surgeries	0	600	500	600
Outcome	Private Donations (dollars)	96,321	185,000	140,000	120,000

Performance Measure - Description

 **Measure Changed**

The number of pet licenses processed is a workload measure. The number of volunteers expressed in FTE (full-time equivalent) measures the hours that volunteers commit to animal services. We have over 250 active volunteers at the shelter. The Volunteer program participation is growing. (NEW)ACT Spay-Neuter Surgeries is a measure of community members helped by the ACT Programs outreach activities. Private Donations track donations received from individuals, foundations, and businesses.

Legal/Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund. Multnomah County Code Chapter 13 provides local regulations for animal ownership.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,487,518	\$239,332	\$1,669,091	\$0
Contracts	\$93,274	\$209,374	\$55,142	\$0
Materials & Supplies	\$117,250	\$103,765	\$74,700	\$0
Internal Services	\$134,805	\$0	\$148,459	\$0
Cash Transfer	\$8,276	\$1,800,000	\$0	\$1,660,000
Unappropriated & Contingency	\$0	\$338,223	\$0	\$0
Total GF/non-GF:	\$1,841,123	\$2,690,694	\$1,947,392	\$1,660,000
Program Total:	\$4,531,817		\$3,607,392	
Program FTE	17.75	1.00	20.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$1,825,000	\$0	\$1,660,000
Other / Miscellaneous	\$1,810,000	\$865,694	\$1,660,000	\$0
Total Revenue:	\$1,810,000	\$2,690,694	\$1,660,000	\$1,660,000

Explanation of Revenues

Dog License revenue: 50,000 licenses issued @ \$25.00/lic = \$1,250,000. Cat License revenue: 30,000 licenses issued @ \$12/lic = \$360,000. 150 Animal Facility licenses x \$100 = \$15,000. Total Licensing revenue = \$1,625,000. Animal Adoption revenue: 1,670 adoptions x \$21/avg adoption = \$35,000.

In the General Fund, the \$1,660,000 revenue represents the cash transfer from the Animal Services Fund to the General Fund. It includes revenue from the sources described above.

Significant Program Changes

Last year this program was: #91005, Animal Services Client Services

This program has increased by 1.25 FTE. This is net result of an addition of 2.25 FTE and a reduction of 1.0 FTE.

In FY13, the ACT Program was a one-time only pilot project funded in Program Offer 91004. In FY14, the ACT Program has been funded within the constraint target in 91005. The ACT Program funding includes 1.0 FTE.

In addition, this program was increased by 1.0 FTE to more efficiently staff the clerical function. This was offset by a corresponding decrease to temporary labor and overtime.

The 1.0 FTE decrease is created by a realignment of staff between this program offer and program offer 91007. The net affect of this change is zero.

Lead Agency: Community Services
Program Offer Type: Existing Operating
Related Programs: 91004, 91005, 91007

Program Contact: Mike Oswald

Program Characteristics:

Executive Summary

The Field Services program provides 24 hr public safety emergency response to calls concerning animals attacking and injuring people, and animals; 24 hr emergency animal rescue for injured, sick, and abused animals; investigation services for animal bite cases, and animal abuse and neglect cases; enforce city, county and state laws; and provides community education and assistance in helping resolve neighborhood animal nuisances. Service is provided to the community 7 days-a-week, including all holidays. This program serves all cities and unincorporated areas in Multnomah County, including the City of Portland.

Program Description

The Field Services program delivers the following services: 1) Emergency public safety protection: respond to calls on dangerous dog attacks injuring people and other animals. 2) Emergency animal rescue: respond and rescue injured, sick, abused and neglected animals. 3) Public health protection: investigate reports of animal bites, quarantine animals for rabies and enforce state rabies laws. 4) Animal welfare protection: investigate cases of animal neglect, abuse and abandonment; dogfighting; and, ensure humane standards of animal care in licensed animal facilities. Team with law enforcement agencies and District Attorney on criminal cases involving animals. 5) Promote neighborhood livability: assist the public in resolving neighborhood nuisances involving animals; regulate potentially dangerous dog ownership, and impound stray animals. 6) Community education: promote responsible pet ownership. Enforce city, county, and state laws involving animals. 7) Manage the administrative hearings process to resolve ordinance violations.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Calls for Service	8,201	9,000	8,200	8,200
Outcome	Priority Investigation Response Time (days)	2	3	2	2
Output	Notices of Infraction Issued	13,270	15,000	11,000	11,000

Performance Measure - Description

Calls for service is an output measure of service demand. The Priority Investigation Response Time measures the time from the initial call received to first contact by an officer. Priority investigations are cases of animal cruelty and neglect, animal bites, and Potentially Dangerous Dogs. In FY12, Field Services responded to 8,201 calls for service: 1,702 emergency calls; 765 bite investigations; 892 animal cruelty/welfare investigations; 1,364 dead animal service calls; 3,478 neighborhood nuisance complaints

Legal/Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund. Multnomah County Code Chapter 13 provides local regulations for animal ownership.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$1,168,428	\$0	\$1,140,285	\$0
Contracts	\$75,000	\$0	\$75,000	\$0
Materials & Supplies	\$42,200	\$0	\$34,700	\$0
Internal Services	\$176,542	\$0	\$206,200	\$0
Cash Transfer	\$0	\$108,000	\$0	\$25,000
Total GF/non-GF:	\$1,462,170	\$108,000	\$1,456,185	\$25,000
Program Total:	\$1,570,170		\$1,481,185	
Program FTE	15.00	0.00	14.00	0.00
Program Revenues				
Intergovernmental	\$0	\$68,000	\$0	\$0
Other / Miscellaneous	\$108,000	\$40,000	\$25,000	\$25,000
Total Revenue:	\$108,000	\$108,000	\$25,000	\$25,000

Explanation of Revenues

Revenue from Notice of Infractions fines: Projected 2,000 Notices of Infraction issued @ an average of \$12.50/notice = \$25,000. The City of Portland discontinued the Intergovernmental Agreement for Off-Leash Park Enforcement services. This resulted in the reduction of revenue by \$68,000 in FY14.

In the General Fund, the \$25,000 revenue represents the cash transfer from the Animal Services Fund to the General Fund. It includes revenue from the source described above.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #91006, Animal Services Field Services

In FY13 the City of Portland discontinued funding the Intergovernmental Agreement for Off-Leash Park Enforcement services. This resulted in eliminating of 1.0 FTE Animal Control Officer.

Lead Agency: Community Services

Program Contact: Mike Oswald

Program Offer Type: Existing Operating

Related Programs: 91004, 91005, 91006

Program Characteristics:

Executive Summary

The Shelter Services program provides humane shelter and health care 365 days/year for lost, homeless and stray animals that are injured, sick, abandoned, abused, neglected and found in Multnomah County. The program reunites animals with their owners, adopts animals into new homes and provides comprehensive shelter medicine and veterinary hospital services; and animal behavior assessment services. The shelter is accredited by the American Animal Hospital Association.

Program Description

Shelter Services program delivers the following services: 1) Animal Care provides a clean, comfortable, safe and healthy shelter environment to house and care for all animals that enter the shelter. 2) Reunite animals with their owners. 3) Lost and found pet services. 4) Pet Adoption services, including adoption outreach in the community, and advertisement in newspapers, radio, television, and the web. 5) Shelter Medicine program provides veterinary health care and treatment for all shelter animals, provides spay/neuter surgeries for adopted animals, and subsidized veterinary services for low income pet owners. 6) Animal behavioral assessment and training services to determine availability for animals to be adopted into new, lifelong homes or transfer to partner organizations. Trained volunteers and Foster Pet parents assist in providing specialized animal care and help match potential adopters with the right pet.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Animal intake at the shelter	7,887	8,500	7,700	7,500
Outcome	Live Release Rate - Dogs	86.4%	86.0%	90.0%	90.0%
Outcome	Live Release Rate - Cats	54.6%	60.0%	61.0%	70.0%
Outcome	Dogs and Cats Euthanasia per 1,000 human population	2	2	2	2

Performance Measure - Description

The number of animals received at the shelter is the measure that most impacts Shelter Services staffing and expenditures. The Live Release Rates for dogs and cats is the percentage of the total number of animal dispositions that are a "live release" (returned to owners, adopted, or transferred to a partner organization for placement). The Live Release Rate is an industry benchmark statistic defined by the Asilomar Accords, a national data collection and reporting methodology. Live Release Rates are calculated on the calendar year. Live Release Rates for both dogs and cats have significantly improved, and are expected to continue to improve into next year. Euthanasia per 1,000 human population is an industry standard. The national average in 2011 was 9.7 per 1,000. In 2011, the rate in Multnomah County was 2.85 per 1,000 population. The performance measures are projected to continue on the current trend lines.

Legal/Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,278,632	\$0	\$1,433,875	\$249,866
Contracts	\$28,971	\$0	\$85,000	\$124,000
Materials & Supplies	\$329,512	\$0	\$220,438	\$198,789
Internal Services	\$714,112	\$0	\$851,741	\$0
Cash Transfer	\$0	\$177,000	\$0	\$142,500
Unappropriated & Contingency	\$0	\$0	\$0	\$27,307
Total GF/non-GF:	\$2,351,227	\$177,000	\$2,591,054	\$742,462
Program Total:	\$2,528,227		\$3,333,516	
Program FTE	15.50	0.00	16.50	2.00
Program Revenues				
Fees, Permits & Charges	\$0	\$177,000	\$0	\$117,500
Other / Miscellaneous	\$177,000	\$0	\$142,500	\$624,962
Total Revenue:	\$177,000	\$177,000	\$142,500	\$742,462

Explanation of Revenues

Animal Fee revenue: 2,350 animals returned to owner x \$50/avg = \$117,500.

In the General Fund, the \$92,500 revenue represents the cash transfer from the Animal Services Fund to the General Fund. It includes revenue from the source described above. In addition \$25,000 is retained in the Animal Services Fund per resolution to help fund these services.

The Animal Services Fund shows an estimated beginning working capital of \$410,962 and donations in FY14 of \$120,000. These are dedicated funds and can only be used for specified purposes.

Significant Program Changes

 Significantly Changed

Last year this program was: #91007, Animal Services Animal Care
This program has increased by 3.0 FTE.

Two of these FTE are new positions are Cat and Dog adoption/rescue coordinators. This type of position is an industry best practice and will increase our live release rate. They are funded with money donated for this purpose.

The other FTE increase is created by a realignment of staff between this program offer and program offer 91005. The net affect of this change is zero.

Lead Agency: Community Services

Program Contact: Tim Scott

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Elections Division conducts all local, city, county, state and federal elections for the citizens of and all political districts within Multnomah County. Under Oregon law, regular election dates are in March, May, September and November. Under state and local law, special elections and recall elections can also be called at any time of the year.

Program Description

The Elections Division conducts many types of elections in Multnomah County, from Water District Commissioner to President of the United States. Local elections include elected boards of directors for schools and special districts as well as local measures. City elections include elected city offices and city measures. County elections are for elected county offices and county measures. State elections include Governor, all statewide offices and state senate and house seats in Multnomah County. Federal elections include Presidential, US Senate and Congressional races.

Conducting elections involves: registering voters; maintaining the statewide voter registration and election management database (Oregon Central Voter Registration database); maintaining address and district data; checking signatures on city and local candidate/initiative/referendum petitions; accepting candidate/measure filings; producing voters' pamphlets; issuing and mailing ballots; managing drop site locations; accepting and processing returned ballots; providing assistance to voters with disabilities; counting ballots; and releasing results. For major elections, Elections employs as many as 260 temporary election workers.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of votes counted	205,649	454,750	547,992	280,000
Outcome	Percent of customers who are satisfied with counter service.	99.0%	95.0%	98.0%	95.0%
Efficiency	Personnel cost per 1000 ballots cast.	966	1,200	939	1,058

Performance Measure - Description

Customer satisfaction was measured through a survey completed by Elections customers immediately following service. The results shown above reflect the percentage of customers who indicated that customer service either met or exceed their expectations.

Personnel Cost per 1,000 ballots cast (in dollars) in FY 11-12 is for the Presidential Primary Election; Current Year Purchased and Current Year Estimate is for the Presidential General Election; and the Next Year Offer is for the Gubernatorial Primary Election in May 2014.

Legal/Contractual Obligation

Multnomah County Code of Ordinances, Chapter 5, Elections, describes the process for county initiative/referendum petitions in Multnomah County as well as how to fill vacancies in county elective offices. Oregon Administrative Rules, Chapter 165, addresses state-wide uniformity in the conduct of elections by each county. Rules deal with issues such as County Voters' Pamphlets and Voting by Mail. Oregon Revised Statutes, Chapters 246 through 260, provide the legal authority for all aspects of conducting elections in Oregon. There are also Federal mandates. The Voting Rights Act, The National Voter Registration Act and the Help America Vote Act establish election administration standards.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,332,878	\$0	\$1,381,572	\$0
Contracts	\$366,725	\$0	\$313,300	\$0
Materials & Supplies	\$1,152,367	\$0	\$1,151,670	\$0
Internal Services	\$766,419	\$0	\$759,767	\$0
Total GF/non-GF:	\$3,618,389	\$0	\$3,606,309	\$0
Program Total:	\$3,618,389		\$3,606,309	
Program FTE	10.00	0.00	10.00	0.00
Program Revenues				
Fees, Permits & Charges	\$1,084,931	\$0	\$952,615	\$0
Intergovernmental	\$0	\$0	\$3,000	\$0
Total Revenue:	\$1,084,931	\$0	\$955,615	\$0

Explanation of Revenues

Revenue is generated by the collection of fees for candidate filings, voters' pamphlet filings and data sales to candidates, campaigns and political parties. Revenue is also generated by reimbursements from districts for their apportioned share of the cost of the election. Election expenses are reimbursed by special districts. Special elections called by the State or Cities are reimbursed by the State or the City calling the election. By state law, Cities and the State cannot be charged for the cost of the election in the Primary or General election. The county must pay for those district's apportioned cost in these elections.

During FY14 two smaller special elections are included in the budget at \$255,600 each. A larger special election in November is in the budget at \$420,415. Budget amounts for all these special elections are calculated at 100% reimbursement. Reimbursements for the primary election in May 2014 are budgeted at 2%, or \$15,000.

In addition to election reimbursement, the budget has \$6,000 for boundary changes and \$3,000 for petition processing.

Significant Program Changes

Last year this program was: #91008A, Elections

There are no significant changes to this program offer.

Lead Agency: Community Services
Program Offer Type: Innovative/New Program
Related Programs: 91005, 91006, 91007
Program Characteristics: One-Time-Only Request

Program Contact: Mike Oswald

Executive Summary

DCS will hire a consultant to look at the structure of the organization with special attention to the fiscal support operations to ensure it is designed for maximum efficiency and effectiveness.

Program Description

Animal Services is at the threshold of significant changes to its service delivery business model thereby making this an excellent time to take a thoughtful approach to workforce planning. Also factoring into this is the imminent retirements of key employees.

DCS will hire a consultant to look at the structure of the organization with special attention to the fiscal support operations to ensure it is designed for maximum efficiency and effectiveness. The consultant will also provide analysis to verify the right people are in the right jobs and recommend changes to workflow, work schedules, staffing levels and physical layout to better align Animal Services business processes with the business needs of the County and the citizens.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	100% complete report from consultant	0.0%	0.0%	0.0%	100.0%
Outcome	Increase efficiency in FTEs	0	0	0	1

Performance Measure - Description

Output - consultant will provide a report listing possible changes to increase efficiency and effectiveness.

Outcome - by FY15 Animal Services will operate at a higher efficiency that will allow it to take on new tasks equal to 1.0 FTE workload.

Legal/Contractual Obligation

None

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$0	\$30,000	\$0
Total GF/non-GF:	\$0	\$0	\$30,000	\$0
Program Total:	\$0		\$30,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

None

Significant Program Changes✔ **Significantly Changed****Last year this program was:**

This is a new one-time-only program offer to be funded through the General Fund.

Lead Agency: Community Services

Program Contact: Gerald Elliott

Program Offer Type: Support

Related Programs: 91002, 91005, 91006, 91007, 91008, 91012, 91013, 91015, 91016, 91017, 91018, 91020, 91021, 91022

Program Characteristics:

Executive Summary

The Budget and Operations Support unit offers administrative support; including budget, records management, payroll, accounts receivable and payable, safety, word processing, reception, financial reporting and analysis to all program areas within the Department of Community Services.

Program Description

This work unit supports the operations of Animal Services, Elections, Survey, Road Services, Bridge Services, Land Use Planning and Transportation Planning. The areas of support include; records management, contract administration, grant accounting, cost accounting, accounts payable and receivables, payroll and personnel maintenance, preparation of legal records for litigation, in addition to the reception and clerical functions typically associated with these positions. Having this unit perform the essential administrative support functions for the various DCS programs allows it to provide common interpretations of County Policy and Procedure while enhancing the opportunity for the other program areas to remain focused on delivering their core program services.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Lines of payroll input	118,759	120,000	118,000	118,000
Outcome	Percent of invoices paid on time	80.0%	90.0%	85.0%	95.0%
Quality	Customer survey	4	4	4	4

Performance Measure - Description

Most measures for this group are represented in the performance measures of the programs we support. Number of lines of payroll entry is a measure that reflects the volume of this major task. Invoices Paid on Time is the percentage of invoices paid within 30 days of the invoice date and measures the effectiveness of the accounts payable process. Customer Survey solicits feedback from the programs we support. A zero to five scale is used to rate this group on various performance attributes. Goal is an average rating of 4, this would be the equivalent of 'very good'.

Legal/Contractual Obligation

ORS 294 – County and Municipal Financial Administration rules and Regulations ORS 366.739-774 – State Highways and State Highway Fund Allocations to Counties and Cities ORS 368.051 – Accounting for County Road Work
 Government Accounting Standards Board (GASB)
 Generally Accepted Accounting Principles (US GAAP)

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$236,005	\$1,155,632	\$178,114	\$1,267,119
Contracts	\$0	\$6,000	\$0	\$56,000
Materials & Supplies	\$0	\$15,180	\$0	\$25,480
Internal Services	\$37,421	\$175,335	\$33,238	\$215,232
Unappropriated & Contingency	\$0	\$78,749	\$0	\$0
Total GF/non-GF:	\$273,426	\$1,430,896	\$211,352	\$1,563,831
Program Total:	\$1,704,322		\$1,775,183	
Program FTE	3.00	12.00	2.00	13.00
Program Revenues				
Indirect for dep't Admin	\$26,238	\$0	\$29,291	\$0
Fees, Permits & Charges	\$43,000	\$576,415	\$11,000	\$283,000
Intergovernmental	\$0	\$910,239	\$0	\$1,280,831
Total Revenue:	\$69,238	\$1,486,654	\$40,291	\$1,563,831

Explanation of Revenues

This program provides support services to other programs within the department. The revenue for this program represents work performed for other programs. Offsetting expenses are found in the program offers for the other programs as Internal Services - Other.

Sources of Revenue:

Dunthorpe-Riverdale Sewer District - \$25,000
 Mid-County Lighting District - \$25,000
 Fleet - \$28,000
 Elections - \$12,000
 Bridges - \$50,000
 Survey - \$40,000
 Animal Services - \$75,000
 Roads - \$39,000

In additions, \$1,280,831 is received as part of the Road Fund from the state distribution of registration fees and gas taxes.

Significant Program Changes

Last year this program was: #91011, Budget and Operations Support

Lead Agency: Community Services

Program Contact: Jim Clayton

Program Offer Type: Existing Operating

Related Programs: 91013, 91016, 91017, 91018

Program Characteristics:

Executive Summary

The County Surveyor's Office provides services which include: maintenance and restoration of public land survey corners, the review and filing of surveys and land division plats, providing survey records to the public and providing surveying support to other county programs and local agencies.

Program Description

The County Surveyor's Office provides several services, some of which are mandated by state law.

Mandated Functions (required by state statute)

- Maintenance and restoration of public land survey corner monuments under the Public Land Survey System: All property descriptions within the state are either directly or indirectly tied to public land survey corners. The maintenance and restoration of these corners is critical to ensuring the integrity of property boundaries within the county.
- Review, filing and indexing of records of survey: All surveys which set permanent monuments (property corners, etc.) within Multnomah County are required to be filed with our office. State statutes require that we review these surveys and file and index them in the County Survey Records.
- Review and approval of land division plats (subdivisions, partitions, and condominiums): Comprehensive reviews of all land division plats within the entire county are performed by our office to ensure correctness and compliance with state statutes and local ordinances.
- Providing access to the public survey records: We maintain a robust online records retrieval system that is widely used by the public and is essential for providing information required by land surveyors, developers, the title industry, planning jurisdictions, and others.

Other Functions

- Provide surveying support for capital projects on county roads and bridges. Current/recent projects include Sellwood Bridge Replacement Project, Morrison Bridgehead, NE Arata Road, NE 238th Drive, Penumbra Kelly Building.
- Provide surveying support for county departments and local agencies. Currently working on projects for Road Engineering and County Facilities.
- Provide surveying expertise to the public and to county and local agencies.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of new public land corner reports filed	154	150	175	150
Outcome	Percentage of plats reviewed within 21 days	100.0%	100.0%	100.0%	100.0%
Input	Number of plats received for approval	84	85	70	85
Quality	Number of affidavits of correction filed for errors on plats	3	3	2	3

Performance Measure - Description

The County Surveyor's Office maintains approximately 2000 public land survey corners. We file a detailed report after corner visits that require changes to monumentation.

The County Surveyor approves all land division plats (subdivisions, partitions, and condominiums) within the county, including within all cities. Our goal is to complete the initial review of all plats within 21 calendar days of submittal of all required documentation. We also strive to be very accurate with our reviews. We measure this by the number of affidavits of correction that are filed to correct errors on plats that were missed during our review.

Legal/Contractual Obligation

The County Surveyor is a position mandated by state statute. The duties of the County Surveyor are mandated by ORS Chapter 209, including those related to Public Land Corners. Plat review and approval is mandated by ORS 92.100 and ORS 100.115. Certain work regarding county roads is mandated by ORS 368.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,035,264	\$0	\$1,088,624
Contracts	\$0	\$1,500	\$0	\$1,500
Materials & Supplies	\$0	\$33,150	\$0	\$37,900
Internal Services	\$0	\$237,237	\$0	\$256,352
Capital Outlay	\$0	\$12,500	\$0	\$45,000
Unappropriated & Contingency	\$0	\$568,849	\$0	\$1,255,124
Total GF/non-GF:	\$0	\$1,888,500	\$0	\$2,684,500
Program Total:	\$1,888,500		\$2,684,500	
Program FTE	0.00	10.00	0.00	10.00
Program Revenues				
Indirect for dep't Admin	\$25,364	\$0	\$25,930	\$0
Fees, Permits & Charges	\$0	\$1,405,000	\$0	\$1,655,000
Other / Miscellaneous	\$0	\$483,500	\$0	\$1,029,500
Total Revenue:	\$25,364	\$1,888,500	\$25,930	\$2,684,500

Explanation of Revenues

The County Surveyor's Office is self supporting. All revenues are from user fees or charges for services. Maintenance and restoration of Public Land Corners makes up the largest part of our program. This is funded by a fee (currently \$10) charged whenever certain types of documents are recorded in the County Records.

Another large portion of our revenue is derived from a filing fee (currently \$400) which is charged for all records of survey and plats that are submitted to our office for review and filing. This revenue is used to fund our entire survey records operation, which includes a robust online records retrieval system that is widely used by the public.

Revenue estimates are as follows:

- Public Land Corner Preservation Fund – estimated 129,000 documents recorded at \$10 each - \$1,290,000
- Plats and Surveys submitted for filing/recording - estimated 400 at \$400 each = \$160,000.
- Plat review and approval - actual cost incurred - estimated \$105,000.
- Survey support for county road and bridge projects, and other county departments and local agencies – estimated \$100,000.
- Beginning Working Capital in Land Corner Fund - estimated \$1,025,000.
- Interest on Land Corner Fund - estimated \$4,500.

Significant Program Changes

Last year this program was: #91012, County Surveyor's Office

Lead Agency: Community Services

Program Contact: Kim Peoples

Program Offer Type: Existing Operating

Related Programs: 91012, 91018, 91020, 91022

Program Characteristics:

Executive Summary

The Road Services Division serves a fundamental community need by providing for the safe movement of people and goods. The Division ensures that the County-maintained road system is preserved for the benefit of the public by constructing, operating, repairing and maintaining roadways in a professional and cost effective manner. Our citizens use roads in order to get to their places of employment, to have access to emergency services, businesses, retail outlets, schools and for recreational activities. Multnomah County's economy is dependent on the transportation system to move products to markets.

Program Description

Road Services is responsible for design and construction, maintenance, operation and preservation of County-owned roads. The Division contributes to the goals and strategies of the Department of Community Services in providing transportation services county residents rely upon. The Division focuses to provide quality roads through innovation, skilled workforce and efficient practices. Four program areas (engineering and operations, asset management, water quality and maintenance) deliver services to comply with local, state, and federal transportation requirements while striving to achieve the transportation priorities Multnomah County residents have communicated to the Division through our public outreach efforts.

The Division is a regional leader in sustainable maintenance policies and practices that respond to the Endangered Species Act, Safe Drinking Water Act, and Clean Water Act. The Division fulfills its mandates through cooperative planning with local and regional jurisdictions, preserving and improving the transportation system through the building of roads and providing daily maintenance and traffic services that contribute to public safety, environmental protection, and livability.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Lane Miles maintained by Multnomah County forces	826	826	826	826
Outcome	Pavement Condition Index (PCI)	69	68	69	68
Input	Number of FTE's in Road Services	61	60	59	58
Outcome	Customer Survey	4	4	4	4

Performance Measure - Description

Road Services provides maintenance and emergency services to 579 lane miles of county roads annually. Beyond the County roads the Division continues to perform maintenance services to numerous cities and counties in the region. Providing these services beyond the County road network ensures the County maintains critical resource mass for County road operations and allows the Division overhead to be spread over a larger service base.

The County rates road surfaces using a pavement management system to assess the condition of the road surface. The system produces a numerical value, assigning a Pavement Condition Index (PCI) rating between 0 and 100, with a 100 as excellent. The target is to keep the PCI from falling, more than four points per year through limited contract overlays and judiciously applying routine maintenance applications.

The employees of Road Services construct and maintain roads, bridges and intersections to ensure safe passage through our County. This includes maintaining rights-of-way, ensuring appropriate road signage, ensuring intersection signals are functioning properly, and appropriate measures are taken when adverse weather affects driving conditions.

Customer Survey solicits feedback from the stakeholders we serve. The goal is an average rating of 4, this equates to "very good". The feedback offers the program the ability to evaluate the satisfaction of services the program delivers. The Division continues to use an online web survey tool in addition to targeted solicited feedback from selected customers. Balancing customer satisfaction against the road system needs within available revenue requires the Division to continuously evaluate how and where resources are used to achieve a favorable customer response. A zero to five scale is used.

Legal/Contractual Obligation

The Division fulfills its obligation as a road authority under the provisions of ORS-368 and the Federal Highway Administration's Manual on Uniform Traffic Control Devices. Federal Environmental Laws; Clean Water, Safe Drinking Water and Endangered Species Acts provide standards under which we must incorporate in our service delivery.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$0	\$5,881,255	\$0	\$5,814,185
Contracts	\$0	\$309,500	\$0	\$277,500
Materials & Supplies	\$0	\$1,795,950	\$0	\$1,983,650
Internal Services	\$0	\$2,556,524	\$0	\$2,680,757
Capital Outlay	\$0	\$0	\$0	\$63,469
Total GF/non-GF:	\$0	\$10,543,229	\$0	\$10,819,561
Program Total:	\$10,543,229		\$10,819,561	
Program FTE	0.00	60.00	0.00	57.60
Program Revenues				
Indirect for dep't Admin	\$204,585	\$0	\$201,740	\$0
Fees, Permits & Charges	\$0	\$307,500	\$0	\$142,500
Intergovernmental	\$0	\$9,333,546	\$0	\$9,557,279
Taxes	\$0	\$50,000	\$0	\$50,000
Other / Miscellaneous	\$0	\$796,425	\$0	\$1,069,782
Total Revenue:	\$204,585	\$10,487,471	\$201,740	\$10,819,561

Explanation of Revenues

The program is funded by "County Road Funds". Road Funds are a combination of dedicated money received from the state highway fund, county gas tax and federal forest receipts, federal and state grants, developer contributions, and service reimbursement.

Significant Program Changes

Last year this program was: #91013, Road Services

The recent increase in the state gas tax is critical in helping to backfill a six year revenue decline to the Road Fund and is now providing for new investment into the County's road infrastructure. Although the Division finances are marginally enhanced, revenues remain vulnerable to the economic fluctuations of the nation, state and region. Reduced economic activity manifests itself in reductions in travel demands resulting in less fuel consumption. The State's economic health also extends into trucking activity and the number of registered vehicles inside Multnomah County both of which are key revenue drivers for the Road Fund.

This FY 2013-14 Program Offer maintains current service levels for the Division. The Division does plan to again make targeted increases in road surface treatments and restore a seasonal employee budget to maximize work plan efficiencies. The Division is excited to be piloting new data technologies for dispatching and tracking service requests and infrastructure inventories. Road Services also looks forward to provide support to the Sellwood Bridge project with employee resources where appropriate

Lead Agency: Community Services

Program Contact: Brian Vincent

Program Offer Type: Existing Operating

Related Programs: 91011, 91013, 91016, 91020

Program Characteristics:

Executive Summary

This program is entrusted with operating and preserving the County's long term investment in its six Willamette River Bridges. The program also offers technical support to the Roads Division for 24 other bridge structures. The Willamette River crossings consist of four movable bridges (Hawthorne, Morrison, Burnside, and Broadway) and two fixed structures (Sellwood and Sauvie Island).

Program Description

The Bridge Maintenance and Operations program is comprised of two main functional groups. The Maintenance group is made up of those who perform the everyday maintenance and preventative maintenance on the bridges. It is their responsibility to ensure the operational reliability of the bridge mechanical, electrical, structural and corrosion protection (paint) systems. Maintenance places priority on response to emergencies, performance of specialized preventative maintenance tasks and making repairs as needed. Some of the tasks performed by this group include: vehicle accident repair, bridge mechanical and electrical troubleshooting, minor roadway or sidewalk repairs, graffiti removal and snow removal. Bridge Operations raise and lower the draw spans to allow ships to pass. They also perform very minor preventative maintenance. Both these groups work closely with Bridge Engineering on a wide variety of projects and issues.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Preventative Maintenance tasks completed	1,863	1,750	1,800	1,750
Outcome	Percentage of Preventative Maintenance tasks completed	96.0%	95.0%	95.0%	95.0%
Outcome	Successful Bridge Openings	100.0%	99.0%	99.0%	99.0%

Performance Measure - Description

Preventative maintenance tasks help keep the bridges working properly and avoid the need for expensive capital rehabilitation projects. The percent of preventative maintenance tasks completed compared to the total scheduled measures the ability to control the work required to keep the bridges operating. Goal is 95%. The percent of successful drawbridge openings measures the ability of this group to provide access for river traffic. Goal is 99%

Legal/Contractual Obligation

Multnomah County is required to maintain and operate its drawbridges in accordance with the River and Harbor Act of 1894, federal regulations (USC 117.750), U.S. Coast Guard regulations (CFR Title 33), State Law (ORS 382.305), 1984 IGA with the City of Portland as amended in 1989, and HB 2041 Section 3a.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$2,174,843	\$0	\$2,299,384
Contracts	\$0	\$20,425	\$0	\$43,425
Materials & Supplies	\$0	\$288,950	\$0	\$303,950
Internal Services	\$0	\$640,509	\$0	\$543,912
Total GF/non-GF:	\$0	\$3,124,727	\$0	\$3,190,671
Program Total:	\$3,124,727		\$3,190,671	
Program FTE	0.00	23.00	0.00	23.00
Program Revenues				
Indirect for dep't Admin	\$50,121	\$0	\$51,905	\$0
Intergovernmental	\$0	\$2,739,777	\$0	\$2,818,150
Other / Miscellaneous	\$0	\$384,950	\$0	\$372,521
Total Revenue:	\$50,121	\$3,124,727	\$51,905	\$3,190,671

Explanation of Revenues

Revenue for this program comes entirely from gas taxes and vehicle registrations that are collected by the state and distributed based on an intergovernmental agreement that specifies the amount to be allocated to Bridge Capital. These are dedicated funds and can only be used for Willamette River bridges.

Significant Program Changes

Last year this program was: #91015, Bridge Maintenance & Operations
No significant program changes are expected in FY 2014

Lead Agency: Community Services

Program Contact: Brian Vincent

Program Offer Type: Existing Operating

Related Programs: 91011, 91013, 91015, 91018, 91020

Program Characteristics:

Executive Summary

This program is entrusted with improving the safety and prolonging the life of the County's long term investment in its six Willamette River Bridges. The program also offers technical support to the Roads Division for 24 other bridge structures. The Willamette River crossings consist of four movable bridges (Hawthorne, Morrison, Burnside and Broadway) and two fixed structures (Sellwood and Sauvie Island). Bridge Engineering works closely with Bridge Maintenance and Operations as well as Road Engineering on a variety of projects and issues.

During FY 2014, the Sellwood Bridge Project will continue as the project team continues construction. As a result, construction expenses will continue through FY 2014.

Program Description

Bridge Engineering is composed of engineers, engineering technicians and support personnel. They provide planning, engineering and construction project management for preservation of structural, mechanical, electrical and corrosion protection (paint) systems of the County's bridges. Most design and construction work is performed by outside contractors with direction and oversight provided by Bridge Engineering personnel. Projects are identified and prioritized in the Transportation Capital Improvement Program to match available funds. Bridge Engineering works with other County, State and Federal agencies to secure funding from State and Federal sources. The primary focus of Bridge Engineering is the six Willamette River Bridges, of which most are classified as historic structures and some are approaching 100 years in age. The four drawbridges are complex structures with complicated mechanical and electrical systems to allow them to be raised and lowered.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Dollar Value of Capital	3,918,489	1,700,000	1,388,079	3,020,000
Outcome	Percent of project milestones met	100.0%	100.0%	100.0%	100.0%

Performance Measure - Description

Dollar value of Capital Improvement includes County, State and Federal contribution. The percent of scheduled milestones met for all construction projects measures the ability to control workflow and provide completed projects to the public.

Legal/Contractual Obligation

Multnomah County is required to maintain and operate its drawbridges in accordance with the River and Harbor Act of 1894, federal regulations (USC 117.750), U.S. Coast Guard regulations (CFR Title 33), State Law (ORS 382.305), 1984 IGA with the City of Portland as amended in 1989, and HB 2041 Section 3a.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$2,426,678	\$0	\$2,821,631
Contracts	\$0	\$2,717,324	\$0	\$255,000
Materials & Supplies	\$0	\$99,350	\$0	\$96,350
Internal Services	\$0	\$830,668	\$0	\$324,132
Capital Outlay	\$0	\$0	\$0	\$1,307,143
Unappropriated & Contingency	\$0	\$75,694	\$0	\$0
Total GF/non-GF:	\$0	\$6,149,714	\$0	\$4,804,256
Program Total:	\$6,149,714		\$4,804,256	
Program FTE	0.00	18.15	0.00	19.15
Program Revenues				
Indirect for dep't Admin	\$64,557	\$0	\$18,765	\$0
Fees, Permits & Charges	\$0	\$3,600,000	\$0	\$3,194,500
Intergovernmental	\$0	\$2,549,714	\$0	\$975,585
Other / Miscellaneous	\$0	\$0	\$0	\$634,171
Total Revenue:	\$64,557	\$6,149,714	\$18,765	\$4,804,256

Explanation of Revenues

Revenue for this program comes entirely from gas taxes and vehicle registrations that are collected by the State and distributed based on an intergovernmental agreement that specifies the amount to be allocated to Bridge Capital. These are dedicated funds and can only be used for bridges. These funds are used to leverage Federal and State dollars to provide a greater benefit to the County. On most capital projects this leverage usually provides at least 10 Federal and/or State dollars for each County dollar spent on Multnomah County bridges.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #91016, Bridge Engineering

This program offer has increased by 1.0 FTE in the FY14 budget. This is due to the addition of one construction inspector on the Sellwood Bridge project.

Lead Agency: Community Services

Program Contact: Ian Cannon

Program Offer Type: Existing Operating

Related Programs: 91011, 91016, 91018

Program Characteristics:

Executive Summary

The Sellwood Bridge has deteriorated after approximately 88 years of service. The bridge has been weight-limited to 10 tons since 2005. TriMet buses and most trucks are excluded from the bridge. Approximately 30,000 vehicles cross the narrow two-lane bridge each day. Construction has begun on the project: the existing bridge truss has been relocated to serve as a detour bridge, significant progress has been made on the landslide stabilization, and construction of the work bridges to support construction of the main spans has begun. This program offer represents the effort required in 2013 to replace the Sellwood Bridge.

Program Description

The program is the overall work effort to replace the Sellwood Bridge in Southeast Portland. The scope of the project includes a new three-span steel deck arch bridge with shoulders and sidewalks, a new grade separated interchange at Oregon 43, improved trail connections at both ends, and environmental mitigation for project impacts. It includes the design, right of way, and construction phases of the project. It is estimated that the total cost of the project including design, right of way, and construction will be \$307.5 million. Completion is expected prior to November 2016.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of the new bridge construction complete	0.0%	20.0%	28.0%	50.0%
Outcome	Percent of project milestones met	0.0%	0.0%	0.0%	100.0%

Performance Measure - Description

 **Measure Changed**

Construction of the new bridge will continue throughout FY 2014. We are expected to be approximately 50% complete with the new bridge. The percent of scheduled milestones met for all construction projects measures the ability to control workflow and proved completed projects to the public on time.

Legal/Contractual Obligation

Multnomah County is required to maintain the Sellwood Bridge in accordance with; State Law; ORS 382.305 through 382.425, MB 2041 subsection 3a and HB2001 and the 1984 IGA with the City of Portland as amended in 1989.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$26,688,107	\$0	\$8,043,333
Materials & Supplies	\$0	\$107,000	\$0	\$289,503
Internal Services	\$0	\$10,193,099	\$0	\$12,987,676
Capital Outlay	\$0	\$101,558,383	\$0	\$121,244,137
Debt Service	\$0	\$40,985,000	\$0	\$0
Cash Transfer	\$0	\$9,065,000	\$0	\$0
Unappropriated & Contingency	\$0	\$24,389,863	\$0	\$0
Total GF/non-GF:	\$0	\$212,986,452	\$0	\$142,564,649
Program Total:	\$212,986,452		\$142,564,649	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$0	\$10,830,177
Intergovernmental	\$0	\$79,849,266	\$0	\$75,554,403
Other / Miscellaneous	\$0	\$133,137,186	\$0	\$56,180,069
Total Revenue:	\$0	\$212,986,452	\$0	\$142,564,649

Explanation of Revenues

Beginning Working Capital - \$56 million
 Tiger III Federal Grant - \$8.85 million
 State Appropriation for Interchange work - \$16.7 million
 City of Portland project reimbursement - \$50 million
 County vehicle registration fee revenue - \$10.8 million
 Interest earnings - \$155K

Significant Program Changes

Last year this program was: #91017, Sellwood Bridge Replacement
 No significant program changes are expected in FY 2013

Lead Agency: Community Services

Program Contact: Karen Schilling

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Transportation Capital program represents payments to contractors for capital improvement projects on County-owned Willamette River bridges (Sellwood, Hawthorne, Morrison, Burnside, Broadway and Sauvie Island) and County road infrastructure including bicycle and pedestrian facilities and culverts. The purpose of this program is to maintain and enhance the existing transportation system. Current capital needs are identified in the Transportation Capital Improvement Plan. The plan outlines needed Road and Bridge improvements during the next 20 years. The Transportation Capital Program prioritizes the projects and schedules projects to match available and new funds projected for a 5-year period.

Program Description

Capital improvements are relatively high dollar projects to rehabilitate, improve, or replace when needed, transportation infrastructure assets such as roads and bridges. This program represents County funds, and funds from outside sources that pass through the County, to make capital improvements on County owned bridges, roads, bicycle/pedestrian facilities and culverts. This program is dependent upon Bridge Engineering and Roadway Engineering programs to provide County labor to plan and oversee the design and construction associated with capital projects. Projects are identified, prioritized and scheduled in the Transportation Capital Improvement Program (CIP) to match available funds. This program is approved by the Board of County Commissioners. Transportation staff pursue outside sources of funding through grants and collaborative agreements for these projects. The County's transportation infrastructure assets are valued in excess of \$1.7 billion dollars. It is very important to protect these assets. Many factors contribute to the constant degradation of the transportation infrastructure so constant effort is required to maintain the current status.

Recent CIP updates include equity and health criteria for rating and ranking roadway, bike and pedestrian projects. In the coming years, similar criteria will be considered for bridge and culvert projects.

The major transportation capital projects included in the FY14 budget are the Sellwood Bridge replacement (program offer 91018), Broadway Bridge Paint and Rall Wheels and Burnside Bridge Miscellaneous Repairs . Other roadway projects are scheduled in East County.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Dollar value of capital improvements	7,209,925	4,315,000	3,380,855	9,454,000
Outcome	% of cost growth	19.0%	0.0%	0.0%	0.0%

Performance Measure - Description

Dollar value of capital improvement include all County funds spent, regardless of source. The percentage of cost growth compares the total construction cost at completion at the beginning of the fiscal year to the total construction cost estimate at the end of the fiscal year for major projects. This measures the ability to control cost growth during the construction.

Legal/Contractual Obligation

This program is mandated by Federal Regulation CFR Title 33 which covers the responsibilities of drawbridge owners; ORS 366.744 and ORS 382.305-382.425 specifically addresses the Willamette River Bridges; ORS 366.514 addresses the Bike and Pedestrian Program; ORS 368 addresses the Road Capital Program, and revenue sharing agreements with the cities of Portland, Gresham, Fairview and Troutdale.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$0	\$0	\$5,387,500
Internal Services	\$0	\$771,381	\$0	\$535,006
Capital Outlay	\$0	\$6,050,000	\$0	\$9,454,000
Unappropriated & Contingency	\$0	\$358,500	\$0	\$409,575
Total GF/non-GF:	\$0	\$7,179,881	\$0	\$15,786,081
Program Total:	\$7,179,881		\$15,786,081	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Indirect for dep't Admin	\$14,968	\$0	\$10,021	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$50,000
Intergovernmental	\$0	\$4,116,967	\$0	\$15,325,506
Other / Miscellaneous	\$0	\$3,062,914	\$0	\$410,575
Total Revenue:	\$14,968	\$7,179,881	\$10,021	\$15,786,081

Explanation of Revenues

Revenues come from dedicated Transportation Funds for construction, repair, maintenance and operation of County roads, bridges and bicycle/pedestrian facilities. Capital projects in this program receive allocations from State Motor Vehicle revenues (i.e., state gas tax, vehicle registration fees, weight/mile tax), County gasoline tax, County vehicle registration fees, permits, development charges, State and Federal grants, and through intergovernmental agreements.

Significant Program Changes

Last year this program was:

Lead Agency: Community Services

Program Contact: Karen Schilling

Program Offer Type: Existing Operating

Related Programs: 91011, 91013, 91015, 91016, 91017, 91021

Program Characteristics:

Executive Summary

Transportation Planning develops and implements strategies to improve all modes of transportation at the regional and local levels; advocates for transportation policies that support Multnomah County's health and social services mission, including Community Wellness and Prevention (CWPP) and the Climate Action Plan (CAP); reviews transportation impacts of proposed new development; prepares the County's Capital Improvement Plan and Program (CIPP); and identifies and secures funding for capital, maintenance and preservation of the County's transportation system.

Program Description

Transportation Planning staff undertake planning, project development and funding of the County's transportation system, and implement policies and programs that accomplish objectives of the Capital Improvement Plan and Program (CIPP). To accomplish this, staff provide expertise to the County's road and bridge engineering, maintenance and operations; maintains the transportation capital program; and manages the bicycle and pedestrian (active transportation) program. Partnering with the Health Department and Office of Sustainability aligns County efforts to accomplish multiple program objectives. Transportation staff represent the County in regional and local transportation planning forums providing technical and policy expertise on transportation equity, active transportation, and greenhouse gas reduction, and provide staff support for local transportation system planning and development in the cities of Fairview, Troutdale and Wood Village. Staff develop, analyze and advocate for regional and economic stability and growth. Transportation Planning is directly engaged in regional, state and federal decision-making on transportation funding that affects the County's ability to achieve many of its inter-departmental goals.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of development proposals reviewed	132	140	120	120
Outcome	Proposals approved with transportation evaluations, etc	93.0%	90.0%	95.0%	92.0%
Efficiency	Average review time in days*	9	10	7	9

Performance Measure - Description

A primary service of transportation planning is the timely review of development applications for land owners/developers. Two measurements used are the number of development proposals reviewed and the average number of days to review. The percent of proposals approved with transportation impact assessment and findings, and the percent of development applications approved with transportation conditions are indicators of the amount of effort required to process the applications and how effective the process is. The current year estimate includes the outcome of all applications initiated in FY '12. Some of these will be approved in FY '14 but counted in the FY '12-13 measures as they are completed. This practice is consistent with previous years' performance measurements.

Legal/Contractual Obligation

Transportation Planning operates under mandates from several statutes including ORS 368 and 371, OAR 660 Division 12, the Federal Clean Water Act, and Americans with Disabilities Act (ADA). Funding for Transportation Planning comes primarily from the County's share of State vehicle registration fees and state and local gas tax that may only be used for the County's roads and bridges. Our responsibilities include State-mandated transportation system planning including bicycle and pedestrian modes, capital improvement programming, and compliance with ADA and Congestion Management/Air Quality.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$378,402	\$0	\$382,337
Contracts	\$0	\$9,000	\$0	\$9,000
Materials & Supplies	\$0	\$8,445	\$0	\$8,445
Internal Services	\$0	\$52,925	\$0	\$60,368
Total GF/non-GF:	\$0	\$448,772	\$0	\$460,150
Program Total:	\$448,772		\$460,150	
Program FTE	0.00	3.40	0.00	3.40
Program Revenues				
Indirect for dep't Admin	\$8,708	\$0	\$8,622	\$0
Intergovernmental	\$0	\$448,772	\$0	\$460,150
Total Revenue:	\$8,708	\$448,772	\$8,622	\$460,150

Explanation of Revenues

Funding for the Transportation Planning Program comes from the dedicated Transportation Fund. The Transportation Fund is based on gas tax and vehicle registration fees that do not keep pace with inflation. This hampers the County's ability to preserve and maintain our existing facilities and undertake new transportation projects. Transportation Planning's effort over the next year will be directed at leveraging our limited resources by securing additional funds to address critical needs and maintain existing infrastructure.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #91018, Transportation Capital

The Land Use and Transportation program reorganized to meet span of control goals at the beginning of FY13. The supervisor position overseeing the Planners was eliminated resulting in eleven employees and one manager. The supervisor position was back-filled with a represented employee who serves in a lead position.

Lead Agency: Community Services

Program Contact: Karen Schilling

Program Offer Type: Existing Operating

Related Programs: 91020, 91025

Program Characteristics:

Executive Summary

Land Use Planning implements federal, state, and local policies and laws that preserve the rural farm and timber economy, protect the environment, and maintain the quality of life in our unincorporated communities. The program includes long range planning, current planning, and code compliance functions. Long Range Planning works with citizens to develop land use policies that meet the needs of our rural communities; updates County codes to incorporate changes to federal and state land use laws; and coordinates with regional partners to plan for the orderly urbanization of rural lands. Current Planning implements adopted policies and laws. Staff explains land use rules to the public; reviews land use and building applications for compliance with applicable laws; and problem solves complex land use issues with applicants. Code Compliance is largely complaint driven, emphasizing hands on work with property owners to achieve voluntary compliance with land use and transportation right-of-way rules.

Program Description

Land Use Planning facilitates and oversees compliance efforts to assure public policies regarding "what we want our rural communities to look like over time" are addressed. Statewide Planning Goals, Metro regulations and the National Scenic Area Act express values of the larger community and influence how we plan locally. Our program helps neighbors connect on land use issues by offering forums and providing a policy framework for citizens to engage in crafting a "vision" for their community. This vision is captured in a Comprehensive Plan containing land use planning policies, strategies, and maps that we implement daily to provide long term predictability to the land use pattern. Careful planning contributes to the County being an attractive place to live and work, ensuring that we have a safe, sustainable and healthy environment, a vibrant rural economy, beautiful parks and greenspaces, and accessible transportation choices. Policy choices support timber and agricultural economies, preserving natural amenities, and planned growth. Land use reviews focus on conflicting uses, namely residential development to ensure they do not undermine these objectives.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	# land use/compliance inquiries	8,397	8,000	8,000	8,000
Outcome	# land use/compliance actions taken	490	500	450	475
Quality	% compliance cases resolved voluntarily	93.0%	100.0%	98.0%	100.0%
Efficiency	% land use decisions made in 120 days	97.0%	85.0%	90.0%	90.0%

Performance Measure - Description

The output measure includes calls received and responded to (6,487), walk-in customers assisted (1,829) and enforcement complaints logged (81). The outcome measure captures preliminary meetings held (125), land use reviews issued (115), zoning signoffs completed (184), and enforcement cases closed within the fiscal year (67). Numbers in parentheses are for FY11-12. For code compliance, our quality goal is 100% voluntary compliance for complaints closed. For land use, our efficiency goal is to issue decisions so that they become final within 120 days of when they are made complete, notwithstanding that state law allows counties 150 days.

Legal/Contractual Obligation

Multnomah County must adopt a Comprehensive Land Use Plan that meets Statewide Planning Goals, including enacting implementing regulations as provided under ORS 92, 195, 196, 197, 215, and 390. The County regulates land uses in the National Scenic Area (NSA) in accordance with federal law. These land use laws mandate the County review all development within its jurisdiction, distinguish between types of development and the level of review required, prescribe extensive procedures the County must follow to ensure due process, and set out a timeframe within which land use reviews must be completed (i.e. 150 day clock). The County must update its codes to comply with new laws adopted each legislative session or when the Gorge Commission revises its rules. The County must appoint a Planning Director and employ staff necessary to carry out these responsibilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$893,103	\$0	\$936,503	\$0
Contracts	\$75,200	\$43,083	\$72,960	\$41,037
Materials & Supplies	\$45,303	\$0	\$29,033	\$0
Internal Services	\$185,661	\$0	\$228,420	\$0
Total GF/non-GF:	\$1,199,267	\$43,083	\$1,266,916	\$41,037
Program Total:	\$1,242,350		\$1,307,953	
Program FTE	8.20	0.00	8.20	0.00
Program Revenues				
Fees, Permits & Charges	\$70,000	\$8,083	\$122,600	\$6,037
Intergovernmental	\$0	\$35,000	\$0	\$35,000
Total Revenue:	\$70,000	\$43,083	\$122,600	\$41,037

Explanation of Revenues

Land Use Planning historically receives a maximum of \$35,000 from the State to assist with implementing the land use rules in the National Scenic Area. These funds are reimbursed to the County at the end of each fiscal year based on the amount of time staff spends processing permits and resolving compliance issues in the NSA. Historically we spend almost double the amount that we are reimbursed.

Fees are set and collected for land use permits. We estimate \$122,600 in revenues from land use permit fees (\$70,000 baseline from current fee amounts plus \$52,600 increase from new fee structure).

The program also receives a small stipend from the Forest Service known as 1% Payments. The funding is intended to be a replacement for the property taxes the counties would have otherwise received had the US not acquired the land. For FY14, we are receiving just over \$6,000 for planning.

Significant Program Changes

✓ Significantly Changed

Last year this program was: #91021, Land Use Planning

The Land Use and Transportation program reorganized to meet span of control goals at the beginning of FY13. The supervisor position overseeing the Planners was eliminated resulting in eleven employees and one manager. The supervisor position was back-filled with a represented employee who serves in a lead position.

Lead Agency: Community Services

Program Contact: Tom Hansell

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The county entered into intergovernmental revenue sharing agreements starting in 1984 whereby dedicated county road funds the County receives are transferred as county roads are annexed by the Cities of Portland, Gresham, Troutdale and Fairview. The supplemental payments executed by this program offer, fulfill the funding requirements of these agreements as it pertains to county road funds.

Program Description

These agreements require the county to transfer prescribed revenue amounts the county receives from the county gas tax and state highway funding. For Cities of Troutdale and Fairview the supplemental payment formula is adjusted annually based on the Consumer Price Index – Urban Index for the Portland metropolitan area. The Cities of Portland and Gresham the supplemental payment formula is adjusted based on actual receipts collected by the County.

Planned FY 2014 Payments

- City of Fairview \$12,500
- City of Troutdale \$15,350
- City of Gresham \$3,460,740
- City of Portland \$25,480,000

Between 1984 and 2012 the County has transferred 606 miles of roads to Cities.

This program offer does not deliver any county services and is submitted for the provision of a supplemental payment to the cities. The agreements remain subject to future appropriations by any future Board of County Commissioners or City Councils. The formulas in these agreements were intended to remain permanent unless amended by mutual agreement.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome		0	0	0	0

Performance Measure - Description

The County road funds are transferred to the Cities where the county road funds are commingled into their transportation operating budgets. The agreements do not require the City to communicate how County funds were to be used. The Cities prescribed allowed use of these funds are defined under ORS 366 which requires funds only be used for the construction, reconstruction, improvement, repair, maintenance, operation and use of public highways, roads, streets and the administration thereof.

Legal/Contractual Obligation

Funding obligations are prescribed in the city/county agreements.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$28,936,877	\$0	\$28,968,590
Internal Services	\$0	\$260,431	\$0	\$260,718
Total GF/non-GF:	\$0	\$29,197,308	\$0	\$29,229,308
Program Total:	\$29,197,308		\$29,229,308	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Indirect for dep't Admin	\$86,811	\$0	\$86,906	\$0
Intergovernmental	\$0	\$21,597,308	\$0	\$22,129,308
Taxes	\$0	\$7,100,000	\$0	\$7,100,000
Other / Miscellaneous	\$0	\$500,000	\$0	\$0
Total Revenue:	\$86,811	\$29,197,308	\$86,906	\$29,229,308

Explanation of Revenues

Monies transferred to the Cities originate from State Highway Money and County Gas Tax received by Multnomah County.

Significant Program Changes

Last year this program was: #91022, City Supplemental Payments

Changes in the cash transfer to all cities were minor due continued flat revenue receipts from both the State Highway Fund and County Gas Tax.

Lead Agency: Community Services
Program Offer Type: Innovative/New Program
Related Programs: 91021
Program Characteristics: One-Time-Only Request

Program Contact: Karen Schilling

Executive Summary

This program offer is an update to the Sauvie Island/Multnomah Channel Rural Area Plan (RAP) and the corresponding area of the West Side Transportation System Plan (TSP). The project is to be carried out by the Land Use and Transportation Planning Division. The Sauvie Island/Multnomah Channel RAP is one of five land use plans for rural areas. The West Side TSP guides transportation plans for Multnomah Channel and the West Hills. Both the land use and transportation plans for Sauvie Island were adopted at least 15 years ago and updates are needed to respond to community planning needs. Rural Area Plans provide the policy for land use planning to develop zoning codes for each of the areas within the County. A Transportation System Plan identifies deficiencies in area transportation systems that can be included in the County's Capital Improvement Plan and Program (CIPP).

Program Description

Land Use and Transportation Planning implement the Rural Area and Transportation System Plans for the five planning subareas of the County through the zoning code and other development regulations. Area plan development presents the opportunity for the county to engage the community in a comprehensive examination of circumstances that affect livability, to articulate policies to guide future development, and to ensure that the county plan meets federal and state regulations. The initial Sauvie Island/Multnomah Channel RAP was adopted in 1997 with a planning horizon of 15 to 20 years. Over the 16 years the plan has been in effect, this area has continued to support an important agricultural area, wildlife habitat, activities and events related to farming and recreation, and rural lifestyles. This mix of uses and needs occurring within a relatively small geographic area results in difficult development reviews. All of these uses take place at the doorstep of the Portland-metro area, making it accessible to a large and growing population. The effects of this proximity, along with other issues affecting the planning area, will initially be informed by a public outreach process and scoping report to be completed in FY 13. Appropriate issues identified in the scoping report will define the work program for this RAP/TSP update.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome	Percent complete of Updated Rural Area Plan/Transportation System Plan	0.0%	0.0%	0.0%	100.0%

Performance Measure - Description

Legal/Contractual Obligation

The program fulfills key objectives of the Land Use and Transportation planning program by updating county policies and laws to remain consistent with federal and state laws and by developing new land use and transportation policies and regulations needed to respond to the needs of rural communities. These objectives carry out statewide planning Goals 1, Citizen Involvement, and 2, Land Use Planning. This project will require a professional services contract with a planning/public involvement firm. The selected firm will assist land use and transportation staff with design and conduct of public outreach, development of a process that engages the community, production of a plan and policy document and amendments to regulations.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$0	\$0	\$60,000
Total GF/non-GF:	\$0	\$0	\$0	\$60,000
Program Total:	\$0		\$60,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was:

This is a one-time-only program offer. The personnel funding will come from allocating existing staff to support this program. No additional budget is requested for this purpose.

The program will require funding for professional services that will be awarded through the county competitive bid process. This portion of this program offer will be funded with \$60,000 of Video Lottery funds.

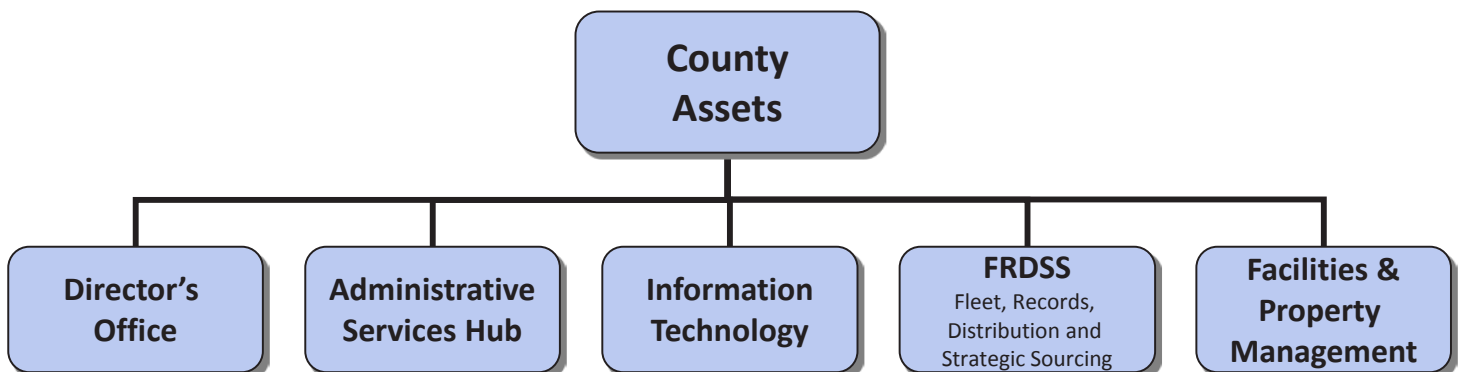
Department Overview

The Department of County Assets (DCA) plans for, acquires, and manages County operating assets. DCA coordinates use of the tools and infrastructure that County employees and programs need to provide community services efficiently and effectively. Major programs within the department include:

- Facilities and Property Management, responsible for managing over 3 million square feet of general office, library, court, jail, probation, clinic, shop, warehouse and other types of specialized space primarily owned by the county in over 130 locations, as well as the associated Facilities Capital Program
- Information Technology, providing telecommunication, network, and hardware infrastructure support, as well as managing over 5,100 PCs, lap tops and tablets, 114 network circuits, and over 300 business applications used by county employees and their business partners, and
- Countywide Fleet, Records, Distribution, and Strategic Sourcing
- Administrative Services Hub, providing human resources, procurement, contracting, finance, budget, internal service rate-setting, capital planning, accounts payable, and other services to DCA, the Department of County Management (DCM) and Nondepartmental agencies and offices.

The Department of County Assets created in FY 2012, continues to evaluate opportunities to implement best practices, integrate service delivery, improve internal service rate models, and significantly “rethink” County business tools and processes. The long-range goals of DCA driven by the County’s efforts to focus scarce financial resources on the delivery of direct services include:

- creating financial accountability for the County’s assets;
- streamlining business processes and implementing best practices for asset portfolio management, and
- providing cost-effective, customer-focused internal services.



Budget Overview

The Department of County Assets (DCA) has a FY 2014 budget of \$188.5 million, an increase of \$46.1million from the FY 2013 adopted budget. \$37.5 million of the increase is in the Capital Improvement Fund, primarily for the new Health Department headquarters. General Fund makes up a small portion of DCA’s budget and remains flat at \$5.7 million in FY 2014.

The following program offers in the FY 2014 budget include items funded with one-time-only General Fund cash transfers into internal service funds:

- Facilities Capital Improvement Fund (78006A) - \$8.9 million to the Capital Improvement Fund for projects that include the Health Department head quarters building, relocation of the Sheriff’s Office from and re-capitalization of the Hansen Building site and energy conservation projects in various County facilities.
- IT Innovation & Investment Fund (78013A) - \$500,000 to the Information Technology Fund to evaluate the ongoing use of SAP for the County’s ERP system and create a road map for moving forward.
- IT Capital Replacement (78013B) - \$1.0 million to the Information Technology Fund for large-scale IT system projects and replacements.
- Fleet Vehicle Replacement Gap (78031) - \$1.2 million to the Fleet Management Fund for Fleet Vehicle Replacement to replace approximately 90 vehicles over 3 years (or approximately 30 vehicles per year).

Budget Trends*	FY 2012	FY 2013	FY 2013	FY 2014	Difference
	<u>Actual</u>	<u>Current Estimate</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>	
Staffing FTE	308.64	306.55	306.55	311.15	4.60
Personnel Services	\$34,579,284	\$37,334,529	\$39,244,725	\$41,104,019	1,859,294
Contractual Services	23,906,700	\$14,898,982	16,755,998	18,126,112	1,370,114
Materials & Supplies	40,117,484	\$55,900,643	57,331,363	48,265,956	(9,065,407)
Capital Outlay	<u>4,284,658</u>	<u>\$3,613,598</u>	<u>27,679,345</u>	<u>78,049,509</u>	<u>50,370,164</u>
Total Costs	\$102,888,126	\$111,747,752	\$141,011,431	\$185,545,596	\$44,534,165

*Does not include cash transfers, contingencies or unappropriated balances. Program offers DO contain contingencies, transfers, and unappropriated balances.

Successes and Challenges

A number of strategic projects were completed in FY 2013 in support of DCA's long-term goals, including:

- Facilities & Property Management Strategic Plan,
- Multnomah Evolves Project to decommission Central Stores,
- Opening of the East County Courthouse and the County's new data center, and
- Implementation of the new Mental Health Client Case Management and Billing System.

Several other important projects are in process:

- Implementation of Network Convergence project delivering Voice over IP communication systems,
- Implementation of a new Countywide Budget System,
- Fleet Maintenance pilot project with the City of Portland, and
- Planning and initial design for the construction of the County's new Health Department headquarters facility.

In these endeavors, DCA considers the county's values and industry best practices. For example, the East County Courthouse is a LEED Gold certified building with the data center using on-site well water for primary cooling and providing heat from the servers to heat the building. In analyzing alternatives for Fleet Maintenance, DCA recently began a pilot project with the City of Portland who was voted #1 in the 2011 Top 100 Best Fleets in North America program for their use of industry best practices. And finally, in completing the Multnomah Evolves recommendation for Central Stores, DCA implemented strategic sourcing including supporting technology, Multco Marketplace, and the first county-wide Strategic Sourcing Council. In FY 2014, this program will develop sourcing plans for key commodities, which can allow the County to negotiate the best contracts, and to make purchasing decisions based on values of sustainability and supporting the local economy.

Key challenges include:

- Effectively managing change. As DCA continues to implement the recommendations of Multnomah Evolves projects, it is critical to have effective communication and organizational change management. The senior management team continues to work closely with Talent Development to create a unified vision for change.
- Staying focused on priority projects. Saying "yes" to the projects that are most important as well as ensuring there is appropriate oversight and project management to ensure success. DCA is establishing consistent governance and project management across all DCA projects.
- Continuing to focus on best practices for retaining excellent, existing staff and recruiting new staff to fill vacancies.

Diversity and Equity

DCA supports County diversity and equity goals through its policies and its participation in diversity and equity activities. DCA is represented on the Equity Council and the Dignity and Respect campaign. In FY 2013, DCA created department Mission, Vision, and Values that support Diversity and Equity. DCA is identifying new ways to recruit, analyze adverse impacts of hiring decisions and to integrate diversity and equity into its culture. DCA's management team attends Executive Learning Series diversity trainings and provided department-wide diversity and equity training opportunities via a number of Building Partnerships Across Differences (BPAD) forums.

DCA's management team is working with ODE on summer intern hires. Department-wide, DCA monitors diversity, equity, and inclusion communications on the County's Diversity, Equity, and Inclusion Scorecard.

DCA works with Minority, Women, and Emerging Small Business (MWESB) communities and agencies in its procurement processes to ensure collaboration, solicitation, and partnership with MWESB contractors, vendors, and suppliers to meet the annual division goal of 98% participation in contracts and/or procurements. Facilities and Property Management promotes the MWESB program through the Good Faith Effort Program by making subcontractors aware of County construction projects to allow ample time to provide bids to prime contractors and ensure diverse construction contracting opportunities.

The Information Technology Division sponsors iUrban Teen Tech summits to introduce at-risk youth to careers in IT. The first conference was attended by 100 young people and the fourth summit is scheduled for May, 2013.

Budget by Division

Division Name	FY 2014 General Fund	Other Funds	Total Division Cost	Total FTE
Director's Office	\$579,777	\$0	\$579,777	2.00
Facilities and Property Management	0	121,463,890	121,463,890	88.50
Information Technology	0	46,040,497	46,040,497	156.15
Distribution, Fleet, Records and Strategic Sourcing	497,602	15,258,365	15,755,967	29.00
Administrative Services Hub	<u>4,650,795</u>	<u>0</u>	<u>4,650,795</u>	<u>35.50</u>
Total County Assets	\$5,728,174	\$182,762,752	\$188,490,926	311.15

Includes cash transfers, contingencies, and unappropriated balances.

Director's Office

The DCA Directors' Office provides leadership, strategic direction, operational assessment, and accountability in oversight and management of County assets, including information technology, facilities and real property, fleet, records, distribution services, and strategic sourcing. The office works with all County departments and elected officials to establish priorities and guidelines for asset acquisition, maintenance, monitoring, replacement and disposal.

Multnomah Evolves (ME) initiatives will continue to be a focus in FY 2014. Initiatives include continued focus on Strategic Sourcing, implementing the Facilities Strategic Plan, and enhancements in fleet maintenance, fleet replacement, and motor pool services. In FY 2013, the first county-wide Strategic Sourcing Council was created. In FY 2014, the Strategic Sourcing Council will develop sourcing plans for targeted commodities and perform spend analysis to ensure that the county gains the benefits of strategic sourcing. The results of the City of Portland fleet maintenance pilot will be evaluated and FY 2014 changes will be finalized. Facilities and Property Management will focus on recapitalization strategies for the county's aging building portfolio, as characterized by the partnership with Home Forward for the Health Department's new headquarters building.

Administrative Services Hub teams will continue to streamline services and Information Technology projects will focus improving the county's technology infrastructure and replacing unsupported platforms.

Significant Changes

The Multnomah Evolves initiative will continue to result in significant programmatic changes for asset management at the County. Ongoing initiatives that rely on the Director's Office's leadership include:

- Evaluating the results of the City of Portland fleet maintenance pilot and implementing the best solution for providing fleet maintenance in the long-term.
- Implementing systems to improve business operations including the budget system, a motor pool reservation system, a facilities project tracking system, HR and benefits enhancements, and health care transformation initiatives.
- Implementing the Facilities Strategic Plan recommendations to evaluate the recapitalization of the County's aging building portfolio and to improve the prioritization of capital projects, changing from a reactive to a proactive approach.
- Developing asset management structures and enhanced replacement funding strategies for County assets including hardware, software, vehicles, and equipment used to operate County programs.
- Replacing technology infrastructure for aging/unsupported platforms, e.g. the MS Windows 7 upgrade and the network convergence project.

Facilities and Property Management

The Facilities and Property Management Division (FPM) acquires, constructs, repairs and maintains the County's portfolio of building assets. FPM manages an inventory of more than 3 million square feet of owned and leased space in 131 buildings located throughout the County. Its mission is to pro-actively plan, operate, and manage all County properties in a safe, accessible, effective and efficient manner. Further, FPM is embarking on a renewed emphasis on the Strategic Plan in order to recapitalize or replace aging County buildings.

FPM clients are the key drivers for all business decisions. FPM strives to provide innovative workplace solutions for its customers coupled with long-term strategies that address emerging and future needs. To assist customers with planning and decision making, FPM developed reporting tools that provide County departments greater access to their space inventory, billing data and capital projects status. In addition to serving its customers' specific needs, FPM has a broader vision of building thriving communities and promoting stewardship of the taxpayers' assets. FPM demonstrates environmental sustainability and energy efficiency through ongoing energy conservation projects, leadership in County recycling, sustainable procurement, and Green Building construction practices. Further, 98% of FPM's requirement contracts use MWESB and QRF businesses.

FPM strives for workplace excellence, high efficiency and strong employee morale.

Significant Changes

Significant changes for FY 2014 include:

- Implementation of the Facilities Strategic Plan recommendations.
- Integration of Electronic Services into the Facilities Operations and Maintenance Program from the prior FREDS organization.
- Increase of 1.00 HVAC Engineer.
- Increase of 2.00 Professional Engineers for heavy capital construction work and leading complex new building design work.
- Conversion of 1.00 limited duration (LD) position from a Facilities Specialist to a Civil Engineer/Construction Manager within the Strategic Projects team.
- The budget includes a one-time General Fund capital contribution of \$8.9 million for the following capital projects: the Health Department headquarters building on the U2 block; relocation of the Sheriff's Office and re-capitalization of the Hansen Building site; re-capitalization analyses for several County buildings; and selected energy conservation projects in various County facilities.

Information Technology

The Information Technology Division's (IT's) mission is to leverage technology to drive innovation, efficiency, and cost savings. IT's vision is to provide residents and County employees the information they need, any time, any place. IT has worked hard to define a mission and vision that focuses on providing the services and technologies that County residents and employees deserve, at a cost they can afford. The mission and vision guide the development and implementation of the County's FY 2014 IT initiatives. This solid framework empowers IT employees to solve County business challenges by focusing on priority projects and by embracing new technologies to provide enhanced service and reduce costs.

The IT Division manages over 5,000 PCS and lap tops, 337 virtual servers, 35 physical servers, 129 network circuits, and approximately 300 business applications. IT staff support a wide array of business applications spanning primary health care, social services, transportation and bridges, facilities, finance, payroll, benefits, animal services, emergency management, assessment and taxation, land use planning, library, jail management, and community justice. County employees using these systems are located in 96 different sites across the County, and the technologies required are as diverse as are the lines of business.

Significant Changes

Significant changes for FY 2014 include the implementation of the following projects:

- Network Convergence (Voice Over IP. See program offer 78013 for details).
- Countywide upgrade to Windows7, a technology issue facing all Microsoft Windows customers.
- Countywide budget system, TeamBudget.
- New mobile device management system to manage and secure mobile devices such as smart phones and tablet computers

Additionally, IT will work closely with Health Share Oregon to implement changes required by health care transformation initiatives. The executive budget includes a one-time General Fund capital contribution of \$1.0 million to begin creating a capital fund for the on-going replacement of large-scale technology investments that are required for the County to successfully provide critical services to its citizens. An additional \$500,000 in one-time funds are included for an analysis of the ongoing functionality and cost of using the County's enterprise resource planning system.

Fleet, Records, Distribution and Strategic Sourcing

Fleet, Records, Distribution and Strategic Sourcing provide operational support services to all County departments and agencies.

- Fleet Services maintains and manages over 700 vehicles of various types, including four all-electric vehicles added to the passenger fleet in FY 2012.
- Records and Archive Management develops and maintains record retention schedules to ensure that all legal and administrative requirements are met. The program manages over 121 million documents dating back to 1855.
- Distribution Services provides pickup and delivery of mail and miscellaneous supplies, medical lab tests, processing and metering of US Mail, US Mail training and consultation, and management of mail services contracts.
- As a key outcome of the Multnomah Evolves initiative, the County's Strategic Sourcing program focuses on the holistic approach to the selection and sourcing of goods and services. This is achieved through the development, implementation, oversight and direct delivery of key strategic sourcing practices across the County, providing strategy, leadership, expertise, and analytical information to county departments.

Significant Changes

Significant changes for FY 2014 include:

- The County's Strategic Sourcing program was kicked off in 2013, with the implementation of an eMarketplace (the Multco Marketplace) and the initiation of a Strategic Sourcing Council, as well as strategies and tactics for on ongoing Strategic Sourcing practice.
- The Department of County Assets entered into an agreement with the City of Portland to pilot the County's use of the City's award winning Fleet Maintenance program (CityFleet). The pilot lays the foundation for the County to identify the best solution for providing fleet maintenance services for the County's fleet of vehicles.
- The executive budget includes a one-time General Fund capital contribution of \$1.2 million toward replacing approximately 90 aged vehicles in the County's fleet over three years.

Administrative Hub

The DCA Administrative Hub provides human resources, procurement, contracting, finance, budget, internal service rate-setting, capital planning, accounts payable, and other administrative services to over 600 County employees in DCA, DCM and Nondepartmental agencies and offices. Functional areas include:

- Human Resources and Administration that provides HR services including strategic planning, recruiting, investigations, performance management, and HR transaction processing and administrative services including reception; supplies ordering, and timekeeping.
- Procurement and Contracting that provides contracting and procurement services for commercial services, construction, lease, software, maintenance and repair, and architectural contracts, including contract development, negotiation, risk assessment and management, supplier/vendor management, and ongoing contract administration.
- Budget and Planning that provides budget, rate setting, and capital planning service for DCA, DCM, and Nondepartmental agencies. Activities include countywide rate analysis and creation, budget development, management, ongoing analysis, and capital planning/analysis.
- Finance that processes accounts payable and receivable transactions, performs grant accounting, and books travel and training arrangement.

Significant Changes

The Administrative Hub has several business process improvement initiatives underway during FY 2013, continuing into FY 2014.

- In conjunction with Central Accounts Payable, the Finance Team is piloting a post-approval payment process for the County's utility bills.
- The Human Resources Team will focus on improvements to the recruitment process, targeting its efforts on those positions that are difficult to fill and will support the best practice of "stay" interviews for existing staff.
- The Procurement and Contracting Team continues to develop contracting standardization across DCA divisions, implement enhanced contract development practices, and exercise advanced contract negotiation techniques.
- All of the Administrative Hub teams continue to evaluate activities and tasks that can be shared across work teams, maximizing economies of scale and aligning processes across functions.

Department of County Assets

The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Director's Office					
78000	DCA Director's Office	\$579,777	\$0	\$579,777	2.00
Facilities & Property Management					
78001	Facilities Director's Office	0	2,109,392	2,109,392	2.50
78002	Facilities Debt Service and Capital Fee Pass Through	0	6,054,081	6,054,081	0.00
78003	Facilities Operations and Maintenance	0	7,180,830	7,180,830	55.00
78004	Facilities Property Management	0	5,677,595	5,677,595	8.00
78005	Facilities Capital Operation Costs	0	1,813,001	1,813,001	13.00
78006A	Facilities Capital Improvement Fund	0	66,629,530	66,629,530	0.00
78007	Facilities Capital Asset Preservation	0	11,809,000	11,809,000	0.00
78008	Facilities Building Materials and Services	0	6,992,051	6,992,051	0.00
78009	Facilities Utilities Pass Through	0	6,000,000	6,000,000	0.00
78010	Facilities Lease Management	0	5,685,811	5,685,811	2.00
78011	Facilities Strategic Planning and Projects	0	1,512,599	1,512,599	8.00
Information Technology					
78013A	IT Innovation & Investment Fund	0	6,612,279	6,612,279	2.00
78013B	IT Capital Replacement	0	1,000,000	1,000,000	0.00
78014	IT Shared Operating Expenses	0	5,391,879	5,391,879	3.00
78015	IT Planning, Projects & Portfolio Management	0	1,902,278	1,902,278	10.00
78016	IT Data Center & Technical Services	0	3,772,926	3,772,926	19.25
78017	IT Help Desk Services	0	1,227,568	1,227,568	7.90
78018	IT Telecommunications Services	0	2,657,288	2,657,288	5.00
78019	IT Network Services	0	4,256,651	4,256,651	12.00
78020	IT Desktop Services	0	3,083,331	3,083,331	23.00
78021	IT Asset Replacement	0	2,533,775	2,533,775	0.00
78022	IT Health & Human Services Application Services	0	2,806,024	2,806,024	19.00
78023	IT Public Safety Application Services	0	2,611,244	2,611,244	17.00

County Assets

fy2014 adopted budget

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Information Technology (cont.)					
78024	IT General Government Application Services	0	1,136,163	1,136,163	6.00
78025	IT Data & Reporting Services	0	2,553,849	2,553,849	12.00
78026	IT SAP Application Services	0	2,350,497	2,350,497	10.00
78027	IT Enterprise, Web & Library Application Services	0	2,144,745	2,144,745	10.00
Distribution, Fleet, Records and Strategic Sourcing					
78028	Fleet Services	0	4,312,618	4,312,618	11.80
78029	Fleet Vehicle Replacement	0	5,001,869	5,001,869	0.00
78030	Motor Pool	0	253,149	253,149	2.20
78031	Fleet Vehicle Replacement Gap	0	1,203,958	1,203,958	0.00
78032	Distribution Services	0	2,674,748	2,674,748	6.90
78033	Records Management	0	864,157	864,157	3.60
78034	Countywide Strategic Sourcing	497,602	0	497,602	3.50
78035	Mobile Device Expense Management	0	947,866	947,866	1.00
Administrative Hub					
78036	Administrative Hub Budget & Planning	886,569	0	886,569	7.00
78037	Administrative Hub Procurement & Contracting	1,651,134	0	1,651,134	11.50
78038	Administrative Hub Finance	816,812	0	816,812	8.00
78039	Administrative Hub Human Resources	<u>1,296,280</u>	<u>0</u>	<u>1,296,280</u>	<u>9.00</u>
Total County Assets		\$5,728,174	\$182,762,752	\$188,490,926	311.15

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Lead Agency: County Assets

Program Contact: Sherry Swackhamer

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Department of County Assets aligns the management of County assets including information technology, facilities, fleet vehicles, and records. Creating DCA was the first step in "Multnomah Evolves" with the goals of managing costs and ensuring that the County's limited resources are invested where they are needed most. The pilot of the Administrative Hub best practice was also included. DCA management provides leadership, strategic direction, and operational assessment and accountability to ensure these goals are met.

Program Description

The DCA Director's Office is accountable for leadership in the oversight and management of county assets including information technology, fleet, facilities, records and the related functions. In FY13, the stand-alone Electronics group was moved to the Facilities and Property Management Division to provide enhanced supervision and alignment with the existing Alarms group.

The organization also includes an administrative hub providing services in Human Resources and Adm, Procurement and Contracting, and Budget and Finance. The hub provides services to DCA, the Department of County Management, the Chair's Office, the Board of County Commissioners, and other non-departmental entities. The hub is designed to eliminate duplication of resources and streamline processes through economies of scale across these groups.

Additionally, the department includes the county-wide Strategic Sourcing initiative, also a result of Multnomah Evolves. Strategic Sourcing moves the county to an industry standard practice of commodity planning and sourcing with "just in time" purchasing and direct shipment of office supplies and similiar commodities. This change frees up resources previously used in leasing and maintaining a large warehouse and inventories of commodities. In FY13, the county's first "Strategic Sourcing Council" was created to provide county-wide governance and decision-making.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	# of Multnomah Evolves projects completed	0	2	2	2
Outcome	Continued streamlining of department operations	0.0%	0.0%	0.0%	0.0%

Performance Measure - Description

Output--A minimum of 2 Multnomah Evolves projects completed in FY2014 year.

Outcome--Continued streamlining in department organization w/at least 40% reviewed and analyzed based on FTE count.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$448,647	\$0	\$497,844	\$0
Contracts	\$61,800	\$0	\$50,000	\$0
Materials & Supplies	\$15,700	\$0	\$9,500	\$0
Internal Services	\$31,069	\$0	\$22,433	\$0
Total GF/non-GF:	\$557,216	\$0	\$579,777	\$0
Program Total:	\$557,216		\$579,777	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Fees, Permits & Charges	\$557,216	\$0	\$579,777	\$0
Total Revenue:	\$557,216	\$0	\$579,777	\$0

Explanation of Revenues

Internal Service charges in the Facilities, Information Technology, Fleet, and Distribution funds support the Director's Office.

Significant Program Changes

Last year this program was: #78000, DCA Director's Office

Lead Agency: County Assets

Program Contact: Michael Bowers

Program Offer Type: Administration

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

The Facilities Director's Office provides comprehensive strategic and operational guidance on real property and facilities to County executives and operating departments. It directs and supports the strategies, policies, and operations of the Facilities Division within the Department of County Assets, and helps ensure the proper operation and functioning of the County's 130+ buildings.

Program Description

The Director's Office provides the oversight and direction that ensures the functionality and safety of the County's built environment by integrating people, place, processes and technology. Working with County departments, the Facilities Division creates safe and cost effective work environments for County programs operating in a wide variety of types of facilities, from office space to jails to health clinics to libraries.

In addition to Facilities operations, the Director's Office oversees the County's 5-Year Facilities Capital Improvement Program, and ensures that decisions made about County facilities are guided by Climate Action Plan goals (CAP 18-1, 18-2, 18-4, 18-8, 18-9).

In 2012, the Facility Asset Strategic Plan (FASP) was completed. During FY 2013 and continuing in FY 2014, the Director's Office will play an integral role in developing and implementing a multi-year recapitalization strategy for aging County facilities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Annual Employee Performance Reviews Completed	0.0%	100.0%	95.0%	100.0%
Outcome	Customer Satisfaction Rating	0.0%	90.0%	92.0%	92.0%
Outcome	Sustainability Goals integrated into project plans	0.0%	100.0%	95.0%	100.0%
Outcome	Building systems operability rating	0.0%	99.0%	99.0%	99.0%

Performance Measure - Description

All employees will receive annual feedback on their performance, develop appropriate work goals and competencies, and assess professional development opportunities.

Facilities strives to provide quality services to County clients. Customer surveys are issued to clients to solicit feedback and identify areas for improvement.

FPM strategies and operations are a major component of the Climate Action goals. All facility plans include sustainability criteria that must be considered to achieve the County's Climate Action objectives.

All building systems will be functional and operable over 99% of the time to prevent closure of any County owned facility.

Legal/Contractual Obligation

Public Contracting Review Board (PCRB) rules and County purchasing guidelines; State of Oregon BOLI requirements for construction contracts; OSHA safety requirements.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$275,930	\$0	\$373,210
Contracts	\$0	\$75,000	\$0	\$75,000
Materials & Supplies	\$0	\$39,650	\$0	\$29,854
Internal Services	\$0	\$1,745,952	\$0	\$1,631,328
Total GF/non-GF:	\$0	\$2,136,532	\$0	\$2,109,392
Program Total:	\$2,136,532		\$2,109,392	
Program FTE	0.00	2.00	0.00	2.50
Program Revenues				
Fees, Permits & Charges	\$0	\$2,136,532	\$0	\$2,109,392
Total Revenue:	\$0	\$2,136,532	\$0	\$2,109,392

Explanation of Revenues

Facilities receives 79% of its revenues from internal service reimbursements. 8% of revenues are from external leases or IGAs (Intergovernmental Agreements). The remaining 13% of revenues are generated through department service requests or enhanced services that are programmatic requirements such security or custodial services beyond basic building needs.

Significant Program Changes

Last year this program was: #78001, Facilities Director's Office
No significant program changes for FY 2014.

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Colleen Bowles

Executive Summary

Facilities and Property Management (FPM) manages the Countywide building portfolio allocations for debt and capital cash transfer expenses based on accurate occupancy data.

Program Description

The Facilities & Property Management Division collects payments from departments for the following obligations:

- Series 2004 Advance Refunding (\$54.2 million) - Full Faith & Credit
- Series 2003 Refunding (\$9.6 million) - Full Faith & Credit
- Series 2010A (\$9.8 million) - Full Faith & Credit
- Sellwood Library 2002 (\$1.1 million) - Capital Lease
- Sheriff's Office Warehouse 2010 (\$815,000) - Capital Lease

The outstanding debt issues have funded a number of capital improvements and acquisitions. These include purchase of the Multnomah, McCoy, and Mead buildings, health clinic equipment and improvements, deferred capital maintenance, construction of the East County Courthouse, and various computer applications. All binding obligations were approved by the Board of County Commissioners.

FPM pays building debt service and capital cash transfers which are administratively "passed through" as an expense to County departments. Due to funding requirements by departments for Federal/State/Local grants these expenses are allocated back to the tenants either occupying or leasing the facility. This process equitably distributes costs between County departments and ensures that facilities costs for grant funded projects are appropriately charged to those grants and not subsidized by the County General Fund.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Complete annual allocations to departments	0.0%	0.0%	100.0%	100.0%
Outcome	Complete building occupancy data for accurate allocations	0.0%	0.0%	100.0%	100.0%

Performance Measure - Description

Facilities and Property Management ensures accurate compilation and allocation of occupancy data for departmental reporting and response to internal and external information requests.

Legal/Contractual Obligation

Principal and interest on the full faith and credit obligations, capital leases and intergovernmental agreements are a binding debt obligation of the County. All debt issues and refundings were approved by various resolutions adopted by the Board of County Commissioners.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Internal Services	\$0	\$5,449,772	\$0	\$5,449,771
Cash Transfer	\$0	\$547,815	\$0	\$604,310
Total GF/non-GF:	\$0	\$5,997,587	\$0	\$6,054,081
Program Total:	\$5,997,587		\$6,054,081	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$5,997,587	\$0	\$6,054,081
Total Revenue:	\$0	\$5,997,587	\$0	\$6,054,081

Explanation of Revenues

This program receives internal service reimbursements from the County departments that occupy space that has been purchased or improved with County-issued debt.

Significant Program Changes

Last year this program was: #78002, Facilities Debt Service and Capital Fee Pass-Through

Lead Agency: County Assets

Program Contact: Colleen Bowles

Program Offer Type: Internal Service

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

The Facilities Operations and Maintenance (O&M) Program comprises a broad spectrum of services ensuring Multnomah County's 131 buildings are operating and functioning as designed and constructed, and are meeting the requirements of County programs and operations. The O&M Program maintains all County buildings and systems, including electrical and HVAC systems, alarms and locks, lighting, and other systems.

Program Description

The Facilities Operations and Maintenance program consists of 54 FTE in 9 trade groups who cover the 24/7, day-to-day activities necessary to maintain the County's 131 buildings and their respective systems/equipment. Preventive, predictive (planned) and corrective (reactive) maintenance activities form a comprehensive Operations and Maintenance program that:

- Reduces capital repairs;
- Reduces unscheduled shutdowns and repairs;
- Extends equipment and facility life to realize life-cycle cost savings;
- Conserves energy and resources by optimizing the efficiency of equipment and systems (Climate Action Plan actions 18-4, 18-8, and 18-9);
- Minimizes administrative costs while maximizing human resource capacity;
- Institutes data collection systems that create management control reports and performance indices of operating effectiveness;
- Provides safe, compliant and functional facilities that meet programmatic requirements;
- Maximizes occupant comfort; and
- Maintains credible relations with clients by providing well-maintained facilities and information on planned maintenance activities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Work Orders Completed	0	25,000	23,000	23,500
Outcome	Customer Satisfaction Rating	0.0%	90.0%	92.0%	92.0%
Efficiency	Billable hours as a percentage of total available labor hours	0.0%	75.0%	75.0%	75.0%
Outcome	Fire, Life, Safety Priority Work Orders completed on time	0.0%	90.0%	95.0%	95.0%

Performance Measure - Description

The number of work orders completed/closed indicates the volume of work performed annually. This number varies primarily due to the amount of client requested work (e.g. office moves). Customer service surveys are issued with each closed work order notification. O&M strives for an A rating of 92% client satisfaction.

Increasing scheduled work improves productivity as demonstrated by the billable hours measurement.

Completing Priority 9 work orders (fire, life & safety issues) within the prescribed due date keeps County employees and the public safe while meeting regulatory requirements.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$5,897,162	\$0	\$6,125,662
Contracts	\$0	\$58,700	\$0	\$52,033
Materials & Supplies	\$0	\$424,650	\$0	\$199,082
Internal Services	\$0	\$452,163	\$0	\$804,053
Capital Outlay	\$0	\$5,000	\$0	\$0
Unappropriated & Contingency	\$0	\$56,086	\$0	\$0
Total GF/non-GF:	\$0	\$6,893,761	\$0	\$7,180,830
Program Total:	\$6,893,761		\$7,180,830	
Program FTE	0.00	48.00	0.00	55.00
Program Revenues				
Fees, Permits & Charges	\$0	\$6,551,676	\$0	\$6,955,524
Intergovernmental	\$0	\$225,306	\$0	\$225,306
Other / Miscellaneous	\$0	\$302,723	\$0	\$0
Total Revenue:	\$0	\$7,079,705	\$0	\$7,180,830

Explanation of Revenues

Facilities receives 79% of its revenues from Departmental Service Reimbursements. An additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements). The remaining 13% of revenues are generated through service requests or enhanced services that are programmatic requirements such security or custodial services that are beyond basic building needs.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #78003, Facilities Operations and Maintenance

This past year as part of Multnomah Evolves the Electronic Services team (6 FTE) joined the Facilities Operations and Maintenance program. Electronics Services was formerly budgeted in the Fleet, Records, Electronics, Distribution, and Stores Division.

Lead Agency: County Assets
Program Offer Type: Internal Service

Program Contact: Colleen Bowles

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

The Facilities Property Management program manages more than 3,000,000 square feet of County facilities space. The team of seven property managers serves as the liaison between County programs and the Facilities Division, coordinating all aspects of building management and activities to ensure the smooth operation of County programs.

Program Description

Property Managers ensure that all County building users have a single, visible, and accessible point of contact for facilities services. Each have direct oversight of their respective building portfolios, and are responsible for coordinating both routine building activities (such as janitor service, security, and window washing) and repair and/or maintenance projects with the programs operating in County buildings.

Property Managers are instrumental in coordinating sustainability activities such as recycling, managing energy and utility usage, and using sustainable cleaning products in buildings, thus supporting the County's Climate Action Plan. Finally, Property Managers respond to emergencies and coordinate after-hours access to buildings by contractors, community groups, or others.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Public procurement compliance for contracted services	0.0%	100.0%	100.0%	100.0%
Outcome	Customer Service Satisfaction Rating	0.0%	95.0%	90.0%	92.0%

Performance Measure - Description

All procurement activities must be in compliance with statutory mandates and contracting rules.

Facilities customers are emailed a link for a Zoomerrang Customer Service satisfaction survey. Replies and results are reviewed and used for continuous quality improvement.

Legal/Contractual Obligation

The Facilities Division contracts with Qualified Rehabilitation Firms (QRFs) to provide janitorial, landscaping and security services. QRFs hire individuals who would otherwise not have gainful employment. Facilities has over \$7,000,000 in operational contracts, of which \$2.5M are QRF contracts.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$0	\$1,001,793	\$0	\$1,021,107
Contracts	\$0	\$5,336,177	\$0	\$4,132,382
Materials & Supplies	\$0	\$595,452	\$0	\$430,614
Internal Services	\$0	\$585,586	\$0	\$93,492
Total GF/non-GF:	\$0	\$7,519,008	\$0	\$5,677,595
Program Total:	\$7,519,008		\$5,677,595	
Program FTE	0.00	8.00	0.00	8.00
Program Revenues				
Fees, Permits & Charges	\$0	\$4,569,008	\$0	\$4,317,595
Intergovernmental	\$0	\$610,000	\$0	\$620,000
Other / Miscellaneous	\$0	\$2,340,000	\$0	\$740,000
Total Revenue:	\$0	\$7,519,008	\$0	\$5,677,595

Explanation of Revenues

Facilities receives 79% of its revenues from Departmental Service Reimbursements. An additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements). The remaining 13% of revenues are generated through service requests or enhanced services that are programmatic requirements such security or custodial services that are beyond basic building needs.

Significant Program Changes

Last year this program was: #78004, Facilities Property Management

Lead Agency: County Assets

Program Contact: John Lindenthal

Program Offer Type: Internal Service

Related Programs: 78003, 78004, 78006A, 78007, 78011

Program Characteristics: Climate Action Plan

Executive Summary

The Capital Program Section manages the County's long-term replacement plan for the major building systems in all County owned buildings. The program prioritizes required work within available resources and provides management and oversight of all the required construction, renovation and capital maintenance work in these buildings. The majority of the funding for this offer comes from the Capital Improvement Program (CIP) and Asset Preservation (AP) fees.

Program Description

The section provides project management services including planning, design, and construction services. Project Managers ensure compliance with policies and statutory requirements including Federal, State and local regulations, Green Building policies, and Minority Women Emerging Small Business (MWESB) policies. They incorporate sustainable practices in accordance with County policies and the Climate Action Plan. Project managers are also responsible for coordinating project activities with building users (both internal and external users), consultants, and contractors, and are a resource for improving service delivery programs' operations in association with capital improvements. The result are buildings that are usable and functional for their intended uses.

Project Managers assure that County capital projects are completed as planned and within their approved budgets. The Project Manager duties, in addition to Capital Improvement Program projects (CIP, Asset Preservation, etc.) include coordinating service request work from departments, while taking into account the needs of operating programs and the need to accomplish work in a cost effective manner.

The Capital Program Section is funded by the Capital Improvement Program (#78006) and the Asset Preservation (#78007) Program Offers. The section provides an annual assessment of all Capital facility needs and develops a specific strategy consistent with available funding, which permits the completion of improvements in a carefully planned approach.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Output Completed Projects Program Offers 78006 and 78007 combined	85.4%	85.0%	73.0%	85.0%
Outcome	Portion of Primary Owned Buildings which are rated as Tier 1	66.7%	66.7%	66.7%	66.7%
Outcome	Project Management costs (\$/hr)	91	92	92	95
Quality	Provide monthly FM Capital status Report	0	12	11	12

Performance Measure - Description

The measures for completed projects and project management costs encompass both the Capital Improvement Program(CIP) and Asset Preservation (AP) program offers. The metric (output) for completed projects are those adopted stand-alone projects that are scheduled (planned) to be completed in the current fiscal year. Only multi-year projects which are scheduled for completion in the subject year are included in the metric. The project completion metric is set at 85%. This allows for flexibility in adjusting project schedules due to County needs and unforeseen circumstances. We project to fall short of this metric in FY13, primarily due to the number of staffing vacancies and the large workload spike in completing the East County Courthouse, however we have updated the 5 year project workload to meet completion targets in FY14.

A Tier I building is one which is designated for long-term retention and which meets current County standards.

Comparable project management costs at the City of Portland in FY13 are \$115/hr.

Monthly Capital Project Status reporting started in November, 2011. December 2012's report was not posted due to delay in project updates and holiday schedules. This will be corrected next year.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,309,869	\$0	\$1,643,439
Contracts	\$0	\$5,000	\$0	\$5,000
Materials & Supplies	\$0	\$35,900	\$0	\$39,408
Internal Services	\$0	\$30,151	\$0	\$125,154
Total GF/non-GF:	\$0	\$1,380,920	\$0	\$1,813,001
Program Total:	\$1,380,920		\$1,813,001	
Program FTE	0.00	11.00	0.00	13.00
Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$0	\$345,592
Other / Miscellaneous	\$0	\$1,380,920	\$0	\$1,467,409
Total Revenue:	\$0	\$1,380,920	\$0	\$1,813,001

Explanation of Revenues

This program is funded through internal service reimbursements from departments and from the Capital Improvement and Asset Preservation Funds.

Significant Program Changes

 **Significantly Changed**

Last year this program was: #78005, Facilities Capital Operating Costs

Two professional engineering positions are being added to the Capital Program. These positions will bring licensed mechanical and electrical engineering staff "in house," reducing our reliance on contracted architectural/engineering firms.

Lead Agency: County Assets

Program Contact: John Lindenthal

Program Offer Type: Internal Service

Related Programs: 78003, 78004, 78005, 78007, 78011

Program Characteristics: Climate Action Plan

Executive Summary

The Capital Improvement Program actively monitors, upgrades, and improves the County's portfolio of Tier II and III (substandard) buildings. The program preserves the County's assets by investing in improvements that maintain building values and provide accessible, functional, and energy efficient facilities.

Program Description

The Capital Improvement Program (CIP) creates an annual 5-year Capital Plan that focuses on the County's 17 primary owned Tier II and III buildings. A Tier II building is one that is a desirable part of the County's long-term portfolio but has significant deferred maintenance needs which must be addressed. A Tier III building is one that is not economical or impractical to bring to County standards and is therefore designated for disposition. Capital expenditures are avoided or minimized in Tier III facilities pending disposition of the building, if possible. The plan works in conjunction with the Facilities Strategic Plan which provides a basis for a sound investment strategy that addresses building needs and includes projects ranging from equipment upgrades to construction of new facilities over a 10 year horizon.

The program allows Capital, bond/levy, grants, and other funding components to be distributed based on priorities established with the aid of a detailed needs assessment and a decision-scoring matrix. The program looks for project efficiencies that benefit the building users and extend the useful life of the building.

The 5-year CIP Plan sets clear goals and fosters communication with departments as well as providing a tool to facilitate collaboration with both internal and external clients and building users. The program is working on modifying the Facility Asset Management Evaluation (FAME) database into PULSE (Planned Useful Life - System Evaluation). The modified database will more closely reflect our business practices on capital improvements. This effort will be completed in FY 13.

The Facilities Asset Strategic Plan (FASP) will also alter the projections on capital needs into the future. There is currently an identified capital need estimated at \$25,000,000 per year in fiscal years just outside the current 5-yr Capital plan (FY18-FY22). Efforts are underway County-wide to work on our building portfolio's recapitalization needs, which the current 8% annual CIP revenue increases are not adequate to address.

The Chair's executive budget adds \$8.8M for the following capital projects: the Health Department building on the U2 block; relocation of the Sheriff's Office and re-capitalization of the Hansen Building site; re-capitalization efforts for the Tabor Square and Central Probation buildings; and selected energy conservation projects in various County facilities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Completed CIP Projects	84.4%	85.0%	73.9%	85.0%
Outcome	Percent of Primary Owned Buildings which are rated as Tier 1	66.7%	66.7%	66.7%	66.7%
Outcome	Project Management costs (\$/hr)	91	92	92	95

Performance Measure - Description

The metric (output) for completed projects are those adopted stand-alone projects that are scheduled to be completed in current fiscal year. Only multi-year projects which are scheduled for completion in the subject year are included in the metric. The project completion metric is set at 85%. This allows for flexibility in adjusting project schedules due to County needs and unforeseen circumstances. We project to fall short of this metric in FY13, primarily due to the number of staffing vacancies and the large workload spike in completing the East County Courthouse, however we have updated the 5 year project workload to meet completion targets in FY14.

Comparable project management costs at the City of Portland in FY13 are \$115/hr.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$30,724	\$0	\$0
Contracts	\$0	\$3,273,855	\$0	\$4,000,000
Materials & Supplies	\$0	\$7,594,000	\$0	\$1,120,531
Internal Services	\$0	\$450,000	\$0	\$450,000
Capital Outlay	\$0	\$17,244,221	\$0	\$61,058,999
Total GF/non-GF:	\$0	\$28,592,800	\$0	\$66,629,530
Program Total:	\$28,592,800		\$66,629,530	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$3,129,267	\$0	\$3,422,511
Intergovernmental	\$0	\$367,656	\$0	\$496,264
Other / Miscellaneous	\$0	\$25,095,877	\$0	\$62,710,755
Total Revenue:	\$0	\$28,592,800	\$0	\$66,629,530

Explanation of Revenues

- \$3,252,940 FY14 Capital fee collected at \$3.45 per square foot on Tier II & III owned space for all departments except the Library.
- \$169,571 FY14 Capital fee collected at \$3.45 per square foot on Tier II & III owned space from the Library.
- \$20,000,000 beginning working capital includes \$9.2 million from Portland Development Commission for redevelopment of the west-end Hawthorne Bridge Ramp.
- \$458,764 Intergovernmental agreement with City of Portland at the Justice Center
- \$37,500 Intergovernmental agreement with Clackamas County for Jail Bed rentals
- \$110,000 Interest Earnings
- \$338,110 Cash Transfer from fund 3505 (Facilities Fund)
- \$8,586,645 of one-time General Fund resources for critical capital improvements.
- \$6,300,000 OTO Financing Proceeds for U2 Block Health Department building
- \$26,900,000 OTO Capital Other Portland Development Commission for U2 Block
- \$476,000 Cash Transfer to fund 2503 (see note below)

Significant Program Changes

✔ Significantly Changed

Last year this program was: #78006, Facilities Capital Improvement Program (CIP)

The significant increase in the Capital Improvement Fund is due to funding for the upcoming Health Department building in downtown Portland.

This program includes \$476,000 set aside for a new Asset Replacement Revolving Fund. This revolving loan fund is intended to provide short-term (no more than five-year) internal loans for capital asset replacements that are not accounted for in other County asset replacement programs. The Chief Financial Officer is responsible for the use of this fund, and will establish criteria for use and repayment schedules.

The complete list of individual capital projects is found in the "Capital Budget" section of the County budget. Of note, this program contains \$995,000 set aside for Downtown Courthouse development. Additionally, \$9.2 million of PDC funding is set aside pending decisions on the Downtown Courthouse site.

Lead Agency: County Assets

Program Contact: John Lindenthal

Program Offer Type: Internal Service

Related Programs: 78003, 78004, 78005, 78006A, 78011

Program Characteristics: Climate Action Plan

Executive Summary

The Asset Preservation (AP) Program is designed to create a self-sustaining fund which provides for the continuing reinvestment and capital work required to keep the County's Tier I buildings safe, reliable, functional and efficient.

Program Description

The program creates accessible, functional, and energy efficient facilities that provide County services with space that meets their program needs. The program focuses on the County's 34 primary owned Tier I buildings and provides the funding to complete capital projects within these buildings. A Tier I building is one which is designated for long-term retention and which meets current County standards. AP funding is intended to support replacement or repairs to essential building elements such as roofs, plumbing, electrical, heating ventilation air-conditioning (HVAC), Americans with Disabilities Act (ADA) modifications, seismic upgrades, and interior finishes that keep buildings functioning and optimizing their potential. The program prolongs building life and provides the County with assets that are worth their market value. It creates more usable buildings through planned upgrades in equipment and systems intended to meet changing program needs.

The AP program continues to look at the long term County benefits by examining program needs, building needs, flexibility, cost efficiencies, building operations and maintenance. The AP Program is managed via annual 5-year Capital Plans that focus on short-term requirements that are integrated with the long-term Facilities Asset Strategic Plan (FASP). The Capital Plan is based on a comprehensive database which identifies all projected replacement needs in Tier I buildings over two decades and then prioritizes and schedules needed work in the future. This allows Asset Preservation funds, bond/levy proceeds, grants, etc. to be invested based on priority, and optimizes return on investment.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Completed AP Projects	87.5%	85.0%	71.4%	85.0%
Outcome	Percent of Primary Owned Buildings which are rated as Tier 1	66.7%	66.7%	66.7%	66.7%
Outcome	Project Management costs (\$/hr)	91	92	92	95

Performance Measure - Description

The metric (output) for completed projects are those adopted stand-alone projects that are scheduled to be completed in the current fiscal year. Only multi-year projects which are scheduled for completion in the subject year are included in the metric. The project completion metric is set at 85%. This allows for flexibility in adjusting project schedules due to County needs and unforeseen circumstances.

We project to fall short of this metric in FY13, primarily due to the number of staffing vacancies and the large workload spike in completing the East County Courthouse, however we have updated the 5 year project workload to meet completion targets in FY14.

A Tier I building is one which is designated for long-term retention and which meets current County standards.

Comparable project management costs at the City of Portland in FY13 are \$115/hr

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$965,000	\$0	\$2,000,000
Materials & Supplies	\$0	\$3,655,000	\$0	\$400,000
Capital Outlay	\$0	\$3,120,158	\$0	\$9,409,000
Total GF/non-GF:	\$0	\$7,740,158	\$0	\$11,809,000
Program Total:	\$7,740,158		\$11,809,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$3,621,892	\$0	\$3,732,759
Other / Miscellaneous	\$0	\$4,118,266	\$0	\$8,076,241
Total Revenue:	\$0	\$7,740,158	\$0	\$11,809,000

Explanation of Revenues

- \$2,910,593 FY14 Asset Preservation fee collected at \$3.45 per square foot on Tier I owned space for all departments except the Library
- \$822,166 FY14 Capital fee collected at \$3.45 per square foot on Tier I owned space for the Library only
- \$7,225,000 Beginning Working Capital
- \$35,040 Interest Earnings
- \$266,201 Cash Transfer from fund 3505 (Facilities Fund)
- \$275,000 One-time General Fund resources for critical asset preservation

Significant Program Changes

Last year this program was: #78007, Facilities Capital Asset Preservation (AP)

Lead Agency: County Assets

Program Contact: Colleen Bowles

Program Offer Type: Internal Service

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

The Facilities Building Materials and Services program accounts for the procurement and administration of inventory and contracted services for the County's portfolio of 131 buildings.

Program Description

This program provides the materials and services that are required to both extend the resources of the in-house Operations & Maintenance (O&M) staff (PO #78003) and to provide County tradespeople with needed materials and supplies. Contract services are used for those functions or technologies that are needed part-time or intermittently. These contract services include the repair and maintenance of emergency generators, boilers, chillers, and plumbing. Building supplies include lumber, tools, mechanical parts, and consumables such as oil, fluids, filters and light bulbs.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Implement inventory system for consumables	0	0	0	1
Outcome	Inventory system reporting accuracy	100.0%	100.0%	100.0%	100.0%

Performance Measure - Description

 **Measure Changed**

An important goal in FY 2014 will be the successful implementation of an inventory system for trades materials and stock.

*Create an accurate and accountable inventory management system that aligns with annual spend history and reporting capability.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$2,323,181	\$0	\$1,829,282
Materials & Supplies	\$0	\$3,875,328	\$0	\$4,214,564
Internal Services	\$0	\$0	\$0	\$423,205
Unappropriated & Contingency	\$0	\$525,000	\$0	\$525,000
Total GF/non-GF:	\$0	\$6,723,509	\$0	\$6,992,051
Program Total:	\$6,723,509		\$6,992,051	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$3,187,429	\$0	\$2,548,761
Other / Miscellaneous	\$0	\$3,536,080	\$0	\$4,443,290
Total Revenue:	\$0	\$6,723,509	\$0	\$6,992,051

Explanation of Revenues

Facilities receives 79% of its revenues from Departmental Service Reimbursements. Additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements). The remaining 13% of revenues are generated through service requests or enhanced services that are programmatic requirements such security or custodial services beyond basic building needs.

Significant Program Changes

Last year this program was: #78008, Facilities Building Materials and Services

Lead Agency: County Assets

Program Contact: Peggidy Yates

Program Offer Type: Internal Service

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

This program accounts for the energy and utility costs incurred in County facilities. Expenses are passed through to County departments as a building charge based on occupancy. Facilities and Property Management (FPM) tracks and assesses energy and utility consumption, including electricity, natural gas, water, sewer, and waste for 80 County owned buildings. FPM continually evaluates building operating efficiencies to reduce the financial impact on County programs and services.

Program Description

FPM monitors and evaluates energy and utility use across the County in order to maximize energy conservation and minimize the County's costs for utilities. Utility expenses are charged to the building tenants that either occupy or lease space in County facilities. The waste/recycling disposal contract for the majority of the county is also included in this program and directly impacts Item 18-8 of the Local Government Operations section of the County's Climate Action Plan.

As a part of FPM's continual effort to reduce energy and utility consumption to support the County's Climate Action Plan, increase operating efficiencies, and effectively invest in energy efficient equipment through energy savings, the County is assessing opportunities associated with an Energy Savings Performance Contract with an Energy Service Company.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Annual Increase in Recycled Waste Diverted from Landfill	0.0%	3.0%	3.0%	3.0%
Outcome	Annual Reduction in Energy Consumption	0.0%	2.0%	2.0%	2.0%

Performance Measure - Description

✔ **Measure Changed**

Annual Reduction in Waste Diverted from Landfill reflects the year to year percent change in the amount of County refuse that is diverted from the Landfill and recycled. The recycling material includes compost / paper / glass / metal.

Annual Reduction in Energy Consumption reflects the year to year percent change in the energy consumption including electricity and natural gas in btu's.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Materials & Supplies	\$0	\$6,100,000	\$0	\$6,000,000
Total GF/non-GF:	\$0	\$6,100,000	\$0	\$6,000,000
Program Total:	\$6,100,000		\$6,000,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$6,060,000	\$0	\$5,940,000
Other / Miscellaneous	\$0	\$40,000	\$0	\$60,000
Total Revenue:	\$0	\$6,100,000	\$0	\$6,000,000

Explanation of Revenues

County departments pay a service reimbursement to Facilities based on utility consumption in each County building.

Significant Program Changes

Last year this program was: #78009, Facilities Utilities Pass Thru

Facilities initiated an Energy Savings Performance Contract with an Energy Service Company in FY 2013. The outcome of the Commercial Audit and potential systems investments may result in capturing long term energy and utility saving for the County.

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Peggidy Yates

Executive Summary

The Lease Management Program optimizes space use, strategically locates County programs, and effectively manages operating expenses. The Lease Management Program team supplements the County's owned real estate portfolio with leased space to ensure departments can deliver programs and services effectively, efficiently, and in the right locations. In addition, Lease Management leases excess County building space to external clients to reduce vacancy rates in County owned facilities and reduce operations & maintenance rates to departments.

Program Description

The Lease Management program is responsible for approximately 445,000 square feet, or 14%, of the County's portfolio. Team members work directly with departments to identify space criteria based upon program needs, logistics, operating efficiencies, adjacency opportunities and time lines. As a result of department requirements, Lease Management identifies potential County owned space and available leased space to populate a Lease Evaluation Matrix that the department and County leadership can use to evaluate the most cost effective solution.

In addition to the Lease Evaluation Matrix tool, Lease Management negotiates lease terms, obtains pertinent public permits, manages landlord disputes, and proactively coordinates lease renewals. The program also provides operational support including Board approvals, lease representation, documentation, administration, legal coordination and enforcement. Team members manage leases to the highest professional standards to ensure full compliance and the protection of Multnomah County's interests.

To reduce the vacancy rate and generate revenues that reduce departments rates, Lease Management works with departments to evaluate existing and potential vacant space. Excess space may be leased to external programs including community service organizations, food services businesses, and other government entities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Real Estate files updated 10 days after receipt of executed documents	0.0%	98.0%	98.0%	98.0%
Outcome	Percent of leases renewed or terminated by expiration	0.0%	98.0%	98.0%	98.0%

Performance Measure - Description

Annual lease administration enforcement is managed through the Facilities Lease Information Administration Database which manages building data, property tax exemptions, expense calculations, revenue reconciliations and lease renewal/expiration dates.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$218,516	\$0	\$233,749
Contracts	\$0	\$10,000	\$0	\$10,000
Materials & Supplies	\$0	\$5,336,503	\$0	\$5,422,128
Internal Services	\$0	\$2,676	\$0	\$19,934
Total GF/non-GF:	\$0	\$5,567,695	\$0	\$5,685,811
Program Total:	\$5,567,695		\$5,685,811	
Program FTE	0.00	2.00	0.00	2.00
Program Revenues				
Fees, Permits & Charges	\$0	\$5,567,695	\$0	\$5,685,811
Total Revenue:	\$0	\$5,567,695	\$0	\$5,685,811

Explanation of Revenues

The existing revenue leases represent approximately 70,000 square feet and represent approximately \$1.9 million in annual revenue. This revenue is applied against operating expenses and consequently reduces Facilities rates to departments.

Significant Program Changes

Last year this program was: #78010, Facilities Lease Management

As a result of the Facilities Asset Strategic Plan, the lease management team is working in conjunction with the departments to evaluate lease requirements and termination dates three to five years in advance to assess potential opportunities for consolidation and/or collaboration with internal and external partners.

Lead Agency: County Assets

Program Contact: Peggidy Yates

Program Offer Type: Internal Service

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

The Strategic Planning & Projects program develops, implements, and assesses Facilities & Property Management's performance against the objectives of the Facility Asset Strategic Plan. The program evaluates strategic portfolio opportunities, compiles and maintains building information, evaluates and recommends energy efficiency measures and activities, and assesses and makes recommendations to decision-makers on facilities-related infrastructure investments.

Program Description

The Facilities Strategic Planning & Projects program includes the Building Data Management Center, Strategic Planning, and Energy & Utility Assessment.

The Building Data Management Center is responsible for the development and maintenance of accurate, complete and timely building data for 3.1 million square feet of owned and leased building space.

The Strategic Team coordinates FPM's work related to the Facilities Asset Strategic Plan. This County-wide Plan addresses overall facility needs, incorporates the needs of County programs, and focuses on long term operating efficiencies. The Strategic Team provides professional strategic planning services that are consistent with industry standards, and supports timely and informed decisions by the Board and departmental leadership about space planning strategy and priorities.

Large strategic projects are implemented by the Facilities Capital Improvement Program (#78006). Strategic Planning & Projects provides planning support for these projects, recent examples of which include the disposition of the Morrison Bridgehead, development of the Health Department building, disposition of the Wikman Building, options for re-locating Sheriff's Office patrol operations, river patrol facilities, and planning for the Downtown Courthouse.

The Strategic Program ensures that consistent policies and procedures for facilities are developed and implemented, and that consistent evaluation standards are used for decision-making. This program also provides space optimization and work place planning services to ensure that space in County facilities is compatible with program needs, supports long term operational efficiencies, and incorporates the work space needs of the future.

Energy and Utility Assessment focuses on monitoring, evaluating, and identifying energy efficiencies to reduce the County's cost for utilities. This function works cooperatively with the Office of Sustainability.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	PULSE Database with costs for buildings systems in County owned Buildings	0.0%	90.0%	98.0%	99.0%
Outcome	Current life-cycle analysis and capital costs for each County facility & system.	0.0%	90.0%	98.0%	98.0%
Outcome	Number of priority projects evaluated using a new Sigma Six Model.	0	0	0	10

Performance Measure - Description

 **Measure Changed**

The PULSE database is the system of record for key building systems and provides the opportunity to routinely verify data consistency across the division (SAP Plant Maintenance module, AutoCAD, Siemens Building Automation Systems). It is an effective tool to track and evaluate the life cycle of select site and building systems, and estimate current and future system replacement costs based on the lifecycle of the equipment.

The Facilities Asset Strategic Plan identified an evaluation model to assess strategic and capital projects. This model considers the objectives identified in the plan including space optimization, strategic location, workplace environment, integrated service model and quantitative decision tools.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,033,674	\$0	\$1,089,540
Contracts	\$0	\$57,250	\$0	\$250,000
Materials & Supplies	\$0	\$64,119	\$0	\$68,361
Internal Services	\$0	\$7,353	\$0	\$104,698
Total GF/non-GF:	\$0	\$1,162,396	\$0	\$1,512,599
Program Total:	\$1,162,396		\$1,512,599	
Program FTE	0.00	8.00	0.00	8.00
Program Revenues				
Fees, Permits & Charges	\$0	\$1,059,119	\$0	\$1,112,599
Other / Miscellaneous	\$0	\$103,277	\$0	\$400,000
Total Revenue:	\$0	\$1,162,396	\$0	\$1,512,599

Explanation of Revenues

Facilities receives 79% of its revenues from Departmental Service Reimbursements. Additional 8% of revenues are from external leases or IGA (Intergovernmental Agreements).

Significant Program Changes

Last year this program was: #78012, Facilities Strategic Planning & Projects

In FY 2014 the Strategic Planning Team will be evaluating the County's use of existing buildings, including the size of our buildings, program use, and potential alternative work spaces. The Team is also working with other jurisdictions to identify beneficial economic opportunities including partnerships, co-locations and shared use. An additional task will be the development and implementation of a Project Evaluation Matrix to use in the County's facilities-related decision making process.

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Sherry Swackhamer

Executive Summary

The IT Innovation and Investment offer provides funding and governance for the one-time-only portion of IT capital projects greater than \$75,000. These dollars are available to all departments, MCDA, & MCSO via an application & evaluation process that defines the criteria and governance for selecting and monitoring cross-departmental technology capital investment projects. The process is designed to ensure the County measures and receives value from these investments. Requests are accompanied by scope documents and total cost of ownership model, with an analysis of one-time-only and ongoing operational funding impacts. Once approved, project sponsors must commit to measures, which are monitored to analyze and report on the value proposition.

Program Description

The County Operations Council functions as the county-wide IT Advisory Board (ITAB) to oversee the county's cross-departmental capital investments in technology. The program includes carryover dollars for in-process projects supporting DCJ, DCM/HR, DCM/BO, including the new county-wide Budget System, TeamBudget. Two of these projects are currently in process in FY13, with finalization planned in FY14 and one is complete. Projects in process:

- Network Convergence
- County-wide Budget System
- DCJ Content Management
- MHASD Client Tracking and Billing--Post-Implementation Enhancements
- MCHD Restaurant Inspection System Replacement (to be repaid through fees)
- Facilities Asset/Portfolio Management-Phase 1 (FM Tracker Replacement)
- SAP Enhancements--eTimesheets and Employee Self Service Benefits
- Motorpool Reservation System

High priority projects underway that will be a focus in FY14 include:

- ~ The network convergence project, which will significantly enhance the County's network so that it can support data and voice services, and replace the legacy phone systems. It will reduce risks associated with the current phone system vendor. It will provide increased functionality, mobility and reduce operational costs by dramatically cutting cost when employees move from one location to another e.g. there will no longer be a need for wiring to move an employee (An employee can just login to a phone at a new location).
- ~ The budget system replacement, which will eliminate the need for several legacy systems past the end of their useful lives.

In FY13, the ITAB will create a county-wide roadmap for IT Application and Infrastructure replacement that will enhanced planning capabilities for future capital requirements.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of projects monitored per monitoring process	100	100	100	100
Outcome	Increase in value derived from IT capital project	0.0%	80.0%	80.0%	80.0%

Performance Measure - Description

Output Measure - 100% of the funded projects will be monitored by ITAB per the established monitoring rules.

Outcome Measure - Increase in IT capital projects completing and meeting agreed upon outcomes.

Legal/Contractual Obligation

Projects recommended for funding by the ITAB are approved by the Board of County Commissioners prior to implementation.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$277,060	\$0	\$328,720
Contracts	\$0	\$3,877,885	\$0	\$3,796,363
Materials & Supplies	\$0	\$1,049,978	\$0	\$1,418,884
Internal Services	\$0	\$49,850	\$0	\$0
Capital Outlay	\$0	\$2,835,727	\$0	\$1,068,312
Cash Transfer	\$0	\$60,000	\$0	\$0
Total GF/non-GF:	\$0	\$8,150,500	\$0	\$6,612,279
Program Total:	\$8,150,500		\$6,612,279	
Program FTE	0.00	0.00	0.00	2.00
Program Revenues				
Other / Miscellaneous	\$0	\$8,150,500	\$0	\$6,612,279
Total Revenue:	\$0	\$8,150,500	\$0	\$6,612,279

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #78023, IT Innovation and Investment Fund

One project from last year's program offer, 78024, IT Strategic Modernization Projects, was moved to this program offer since the bond funds in 78024 have been spent and the Data Center Project was completed in FY13. The remaining funds for the 2nd project, the Network Convergence project, from beginning working capital approved in prior years, will be moved to this program offer and the project will be overseen by ITAB.

Additionally, the Chair's Executive Budget allocates \$500,000 in one-time General Fund resources toward evaluating the ongoing use of SAP for the County's ERP system.

Lead Agency: County Assets **Program Contact:** Sherry Swackhamer
Program Offer Type: Innovative/New Program
Related Programs:
Program Characteristics: One-Time-Only Request

Executive Summary

In the past five years, Multnomah County has made significant strides in modernizing our technology platforms and application systems to support the provision of direct services to the citizens of our county. For example, the Multnomah County Health Department is one of the only health departments in the U.S. to have electronic medical records in all primary and specialty care delivery settings, as well as in pharmacy and corrections health. DCHS recently implemented a new mental health client case management system, DCJ implemented a new juvenile justice tracking system, the District Attorney's Office has an electronic document management system that integrates with the criminal records system, and our Library just launched a new, nationally acclaimed website. Additionally, Multnomah County has invested in technology infrastructure including a new data center with disaster recovery capabilities and a new voice/unified communications system. We were also one of the first local governments to utilize cloud computing, e.g. Google Apps for Government to reduce costs and increase productivity. The county must create a funding model to protect these current investments and to provide capital to invest in areas where there remain risks of legacy technology failure.

Program Description

This program offer provides funding for the on-going replacement of large-scale technology investments that are required for the county to successfully provide critical services to the citizens of Multnomah County. The source of funding for this program offer will be the GF one-time-only dollars available at the beginning of the fiscal year equaling a minimum of \$1M annually.

The fund will provide options for county-wide technology funding for the replacement of IT capital via the current process administered by the County Operations Council in their role as the IT Advisory Board (ITAB). This group has representation from all county departments including MCSO and MCDA. There is also a defined process and evaluation criteria for making county-wide decisions that ensure the appropriate return on the county's investment in technology. ITAB is currently evaluating the top 20+ systems across the county and the potential replacement life-cycle and costs which over time will drive the funding needs for this program, along with new program requirements.

This program offer will fund projects identified in the IT Innovation & Investment Fund.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Establish countywide replacement schedule for major IT systems countywide	0	0	0	1
Outcome	Have a plan for sustainable investments in County IT infrastructure	0	0	0	1

Performance Measure - Description

✔ **Measure Changed**

This is a new program for FY 2014. Work anticipated to be completed in FY 2014 includes establishing a long-term replacement plan for the County's IT systems infrastructure like the capital replacement schedules we maintain for County-owned buildings. A significant task involved in establishing the replacement plan is calculating the annual cost for a sustainable, reliable investment program for IT system replacements.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$0	\$0	\$1,000,000
Total GF/non-GF:	\$0	\$0	\$0	\$1,000,000
Program Total:	\$0		\$1,000,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Other / Miscellaneous	\$0	\$0	\$0	\$1,000,000
Total Revenue:	\$0	\$0	\$0	\$1,000,000

Explanation of Revenues

Revenues in this program are available one-time General Fund resources.

Significant Program Changes**Last year this program was:**

This is a new program for FY 2014.

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Sherry Swackhamer

Executive Summary

This program offer accounts for shared expenses of the IT Division. It includes repayment of bonds issued for the Network Convergence Project and the Data Center relocation project, facilities and Administrative Hub costs, and the budget for IT trainers that work in the County's Talent Development group in the Department of County Management.

Program Description

This program provides a central accounting location for costs that accrue to the IT Division as a whole. Facilities charges for the division's two locations (in the Multnomah and Lincoln Buildings), debt service charges for fund borrowed for the Network Convergence and Data Center Relocation projects, the cost of IT trainers supported by the IT organization to provide IT training and consultation county-wide are budgeted here.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Timely repayment of borrowed funds.	0.0%	0.0%	0.0%	100.0%
Outcome		0	0	0	0

Performance Measure - Description

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$380,428	\$0	\$300,617
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$425,500	\$0	\$271,560
Internal Services	\$0	\$4,110,123	\$0	\$4,150,192
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$669,510
Total GF/non-GF:	\$0	\$4,916,051	\$0	\$5,391,879
Program Total:	\$4,916,051		\$5,391,879	
Program FTE	0.00	2.00	0.00	3.00
Program Revenues				
Fees, Permits & Charges	\$0	\$3,936,673	\$0	\$4,302,998
Other / Miscellaneous	\$0	\$979,378	\$0	\$1,088,881
Total Revenue:	\$0	\$4,916,051	\$0	\$5,391,879

Explanation of Revenues

Revenues for this program consist of service reimbursements from departments.

Significant Program Changes

✔ **Significantly Changed**

Last year this program was: #78035, IT Data and Reporting Services

These costs were accounted for in the Data & Reporting Services program last year. As they are properly shared among all IT programs, they are aggregated here for FY 2014.

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Tracey Massey

Executive Summary

The IT Planning, Projects, and Portfolio Management offer focuses on the processes, procedures, and tools necessary to support the successful management of strategic IT projects. The program also includes oversight of the IT Advisory Board and Bond funded projects, as well as ensuring project management standards and processes are in place across the Department of County Assets.

Program Description

The program includes the staff responsible for developing and implementing industry standards for managing IT projects, especially high-risk capital projects. Skilled project managers provide the hands-on expertise needed to successfully manage risk and complete these projects. This program coordinates and manages the quarterly strategic planning and review process. The quarterly planning process ensures that the right resources are focused on the strategic IT projects within the County. The output from these meetings is shared with departmental leaders countywide. The program also includes contract/vendor/partner management for outsourcing and/or intergovernmental agreements, associated with strategic projects. In FY12, the IT Project Portfolio consisted of 294 projects active during the course of the year and 159 of those completed. The PPPM maintains a strategic Countywide Project Portfolio consisting of approximately 20 of the highest priority projects across the County.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Increased percentage of planned work	87	70	78	80
Outcome	Strategic reports are regularly shared with leaders to improve transparency	4	4	4	4

Performance Measure - Description

Output Measure - This measure is designed to ensure that project management staff are working on planned project work rather than administrative support. Planned project work is the primary focus of this program offer.

Outcome Measure - This measure is designed to ensure that information and data concerning strategic IT projects are consistently shared with County leadership. This measure helps provide transparency to the work of County IT.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,835,234	\$0	\$1,665,884
Contracts	\$0	\$94,100	\$0	\$65,000
Materials & Supplies	\$0	\$179,419	\$0	\$171,294
Internal Services	\$0	\$250	\$0	\$100
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,109,003	\$0	\$1,902,278
Program Total:	\$2,109,003		\$1,902,278	
Program FTE	0.00	10.00	0.00	10.00
Program Revenues				
Fees, Permits & Charges	\$0	\$1,977,257	\$0	\$1,902,278
Other / Miscellaneous	\$0	\$131,746	\$0	\$0
Total Revenue:	\$0	\$2,109,003	\$0	\$1,902,278

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78025, IT Planning Projects & Portfolio Management

Lead Agency: County Assets

Program Contact: Gary Wohlers

Program Offer Type: Internal Service

Related Programs:

Program Characteristics:

Executive Summary

Data Center Operations and Technical Services provide the hardware, software installation, maintenance, troubleshooting, and the technical and operational support for all County computing systems. These systems provide critical services to citizens and must be maintained in a highly available, secure and recoverable environment. This program includes 24x7x365 operation of the data centers with Operations and Technical Service staff supporting restoration of services during service disruptions 24x7. These teams provide reliable, responsive, and secure systems, ensuring maximum server up time in support of maximum application availability in an efficient and cost effective manner.

Program Description

Data Center Operations and Technical Services provide hardware and software management, server system maintenance, software upgrades, problem resolution, server and storage management, asset tracking and after-hours support for all County business systems running in the data center(s). This program also provides vendor management for data center hardware and software systems. Included in this service are the Technical Services staff who provide software and hardware architecture design, planning, acquisition, installation and capacity planning for computer room hardware. Additional services provided by this program are data backup and restoration services, storage management, emergency response and physical data center security. The primary data center is located in the new East County Courts facility. A secondary data center is located in a leased facility in Hillsboro and provides the capability for server and storage expansion and disaster recovery.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Recovery data available off site and refreshed at least once every 24 hours.	99.0%	99.0%	99.0%	99.0%
Outcome	Production system scheduled availability for hardware and operating systems	98.0%	99.0%	99.0%	99.0%

Performance Measure - Description

Output Measure - ensures that backup data is available offsite on disk or tape in the event of equipment failure or service disruption.

Outcome measure - measures the availability of production systems. The goal is to minimum disruption in business processes and services due to system outages.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$2,714,988	\$0	\$2,830,138
Contracts	\$0	\$38,000	\$0	\$78,000
Materials & Supplies	\$0	\$1,028,142	\$0	\$864,788
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$3,781,130	\$0	\$3,772,926
Program Total:	\$3,781,130		\$3,772,926	
Program FTE	0.00	19.25	0.00	19.25
Program Revenues				
Fees, Permits & Charges	\$0	\$3,747,304	\$0	\$3,772,926
Other / Miscellaneous	\$0	\$33,826	\$0	\$0
Total Revenue:	\$0	\$3,781,130	\$0	\$3,772,926

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78026, IT Data Center and Technical Services

Lead Agency: County Assets

Program Contact: Dan Gorton

Program Offer Type: Internal Service

Related Programs:

Program Characteristics:

Executive Summary

The Help Desk program offer provides a single point of contact for computer system troubleshooting, information, and technical assistance. It supports County staff in furthering their goals to serve the citizens of Multnomah County. Friendly and professional staff provide support, track service requests, answer questions, offer informal instruction, and resolve problems or escalate them to other IT teams.

Program Description

Help Desk Services provides support and proactive diagnosis of computer equipment and software issues for over 4,500 employees and business partners. By focusing on first call resolution of problems, such as inability to access documents, working with Word documents, spreadsheets, and other desktop applications, the Help Desk is able to minimize escalations to other IT teams and resolve customer problems as quickly as possible. Services are provided 24x7, 365 days a year to ensure that customer needs are addressed in a timely manner. County employees can focus on their mission to serve the public. In addition to resolving specific issues with desktop applications and vendor provided applications, the Help Desk also provides ad hoc training for software and hardware use, in order to minimize future problems that hinder employees' ability to work effectively. Help Desk staff provides support and help for internal IT functions such as the Applications, Desktop, Data Center, and Administration groups. The Help Desk averages 2500 customer tickets per month. Of those tickets, an average of 1700 (69%) are resolved at the Help Desk. The other 21%, that are not able to be resolved at the Help Desk, are escalated to Level 3 for resolution.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of customer tickets	36,000	38,000	38,183	38,500
Outcome	Abandonment rate	5.0%	5.0%	5.0%	5.0%
Outcome	Calls resolved at the Help Desk	69.0%	70.0%	69.0%	69.0%

Performance Measure - Description

These measures are industry standards for Help Desk organizations. An analysis is done on data used to track the measures to determine ways to improve service and reduce downtime.

Output Measure - Number of help desk tickets created based on calls from customers.

Outcome Measure - Abandonment rate - An abandoned call is when a customer calls the Help Desk but then hangs up, typically due to extended hold times while waiting to talk to an agent. Caller abandonment rate will be less than or equal to 5%.

Outcome Measure - Calls Resolved at the Help Desk - 69% or more of the tickets entered by Help Desk staff into the call tracking database will be resolved by a Help Desk agent without requiring escalation to other IT staff. This metric is impacted by the complexity of our software and hardware environment and the training time to learn new products.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$937,625	\$0	\$983,623
Contracts	\$0	\$90,000	\$0	\$60,000
Materials & Supplies	\$0	\$155,085	\$0	\$183,945
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$1,182,710	\$0	\$1,227,568
Program Total:	\$1,182,710		\$1,227,568	
Program FTE	0.00	7.90	0.00	7.90
Program Revenues				
Fees, Permits & Charges	\$0	\$1,182,710	\$0	\$1,227,568
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$1,182,710	\$0	\$1,227,568

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78027, IT Help Desk Services

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Rodney Chin

Executive Summary

The Telecommunications program manages all voice and video communication services for about 5,000 County and partner employees. The services provided by this program facilitate communication with citizens, business partners, and employees.

The Telecom group purchases, implements, and manages voice switches, desktop phones, vendor service contracts, customer billing processes, employee moves adds and changes, and equipment for special projects. Telecom also maintains an Intergovernmental Agreement with the City of Portland to provide citizens an Information & Referral service.

Program Description

The County maintains a large voice system that processes over 25,000 incoming calls and voice mails each day. This program coordinates the installation and maintenance of all voice equipment and associated technologies including: wiring, switching and routing equipment, desk phones, call center consoles and connectivity to the public telephone system. Telecom is responsible for supporting phones and applications for about 5,000 customers across 99 County locations. Telecom works closely with Departments to identify communication needs then implement technologies to address them. Key services supported by this program include all the County's call centers, such as the Mental Health Crisis line. Large projects coordinated by Telecom include office relocations, facilities provisioning, and remodeling. Telecom also manages the acquisition, configuration, and maintenance of 26 video conferencing units at 14 locations. These are used heavily by the State Courts, Department of Community Justice, and Public Defenders. Telecom is in the process of implementing a new technology platform funded in program offer 78014 IT Strategic Modernization.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average time (in hrs) to respond to high priority incidents	1	1	1	1
Outcome	High priority incidents resolved within 12 hours	99.0%	98.0%	98.0%	98.0%

Performance Measure - Description

Output Measure - High priority incidents are problems that cause service disruptions. Problems are reported to the Help Desk, at which time they are logged and technicians dispatched.

Outcome Measure - measures the amount of time required to resolve high priority incidents. The percentage was changed for FY 2011 to reflect an improvement in the response goal from 48 to 12 hours. FY 08-09 and FY 09-10 were 48 hours.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$784,015	\$0	\$693,919
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$2,022,507	\$0	\$1,946,789
Internal Services	\$0	\$16,580	\$0	\$16,580
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,823,102	\$0	\$2,657,288
Program Total:	\$2,823,102		\$2,657,288	
Program FTE	0.00	5.00	0.00	5.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,823,102	\$0	\$2,657,288
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$2,823,102	\$0	\$2,657,288

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78028, IT Telecommunications Services

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Rodney Chin

Executive Summary

The Network Services program includes both the Wide Area Network (WAN) and Security Programs. The WAN group provides a stable and secure network for data communications between county buildings, data centers, and to external networks. This facilitates public access to the county by offering Internet access at the libraries, connections to the Internet for the County's website and secure links to partners such as the Oregon Community Health Information Network (OCHIN), the City of Portland and the State of Oregon. The Security Program component of this offer is focused on cybersecurity functions associated with protecting the County's information assets. Cybersecurity threats are increasing at all levels of government, federal, state and local. The Security program develops policy, provides cybersecurity consulting services to departments, delivers Identity and Access Management services, network endpoint protection, and responds to audit and investigative requests.

Program Description

WAN Services designs, implements and manages the secure data network infrastructure that connects County buildings and provides access to the Internet and County applications. Network infrastructure and services include routing and switching, firewall management, IP address management, monitoring, and incident management. This program implements wireless access and manages remote access (VPN) for County employees to securely connect to County data from any location that has Internet connectivity. WAN works closely with external partners such as the City of Portland to create secure network links in order to share vital data. The Security program is responsible for instituting the appropriate cost-effective safeguards to keep Multnomah County's IT information assets secure. The security team achieves this through policy, audit and compliance, incident response and investigations, system monitoring, identity and access management. encryption and antivirus as well as education and awareness.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	County WAN sites network availability during business hours 8:00 - 17:00	99.9%	99.9%	99.9%	99.9%
Outcome	County workstations with antivirus agent installed with current virus signatures	95.0%	95.0%	95.0%	95.0%

Performance Measure - Description

Outcome Measure - Network availability to County WAN sites will be equal or greater than 99.9% between the hours of 8:00 - 17:00, Monday thru Friday, excluding County observed holidays. The percent of network availability will be measured by calculating the actual number of available minutes divided by the total possible number of available minutes. County WAN sites connected to the network using DSL and school-based health clinics are not included in the performance measure.

Output Measure - Percentage of county workstations with antivirus defense.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,731,325	\$0	\$1,872,972
Contracts	\$0	\$60,000	\$0	\$70,000
Materials & Supplies	\$0	\$1,860,411	\$0	\$2,277,579
Internal Services	\$0	\$350	\$0	\$600
Capital Outlay	\$0	\$0	\$0	\$35,500
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$3,652,086	\$0	\$4,256,651
Program Total:	\$3,652,086		\$4,256,651	
Program FTE	0.00	12.00	0.00	12.00
Program Revenues				
Fees, Permits & Charges	\$0	\$3,652,086	\$0	\$4,225,151
Other / Miscellaneous	\$0	\$0	\$0	\$31,500
Total Revenue:	\$0	\$3,652,086	\$0	\$4,256,651

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78029, IT Network Connectivity

Lead Agency: County Assets

Program Contact: Stanley Johnson G.L. III

Program Offer Type: Internal Service

Related Programs:

Program Characteristics:

Executive Summary

The Desktop Services program offer supports desktops, laptops, tablets, Smartphone's, printers, multifunction devices, iPads and other personal computing devices. This includes hardware and software procurement, installation, upgrades, maintenance, asset management and proper disposal. Remote and on-site repair and support are provided to improve user (customer) productivity. In FY2013, this offer will also support the evaluation of new technologies such as centralized fax server(s) and desktop virtualization to drive innovation and reduce on-going operational costs.

Program Description

Desktop Services manages over 4,500 employee PC's and 6,000 devices (desktops, laptops, tablets, printers, multifunction devices, iPhones, iPads and other personal computing devices). PCs for public use in the libraries, assessment & taxation and land use planning are also supported to provide citizens with access to view public records on-line. The desktop team is responsible for the lifecycle management (renewal and replacement), software upgrades and inventory asset management. Desktop support staff follow best practices for standardization resulting in faster performance, reliability, better stability and greater security. They also provide help desk ticket resolution and on-site support. The Desktop Services team actively researches new technology to improve services and reduce the County's carbon footprint. This team also performs support for the County's computer training rooms.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of SCCM Software distribution packages created	0	0	0	125
Outcome	High Priority problem tickets resolved within two days	95	95	95	95

Performance Measure - Description

✔ **Measure Changed**

Output Measure - This output measure measures the number of desktop software installation packages created for the County PCs.

Outcome Measure - This measures the length of time from notification of an issue until it is resolved. This measure is directly impacted by the number of available desktop staff to support the environment.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$2,688,268	\$0	\$2,825,329
Contracts	\$0	\$68,000	\$0	\$68,000
Materials & Supplies	\$0	\$53,895	\$0	\$175,002
Internal Services	\$0	\$15,000	\$0	\$15,000
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,825,163	\$0	\$3,083,331
Program Total:	\$2,825,163		\$3,083,331	
Program FTE	0.00	23.00	0.00	23.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,825,163	\$0	\$2,983,331
Other / Miscellaneous	\$0	\$0	\$0	\$100,000
Total Revenue:	\$0	\$2,825,163	\$0	\$3,083,331

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78030, IT Desktop Services

Lead Agency: County Assets

Program Contact: Gary Wohlers

Program Offer Type: Internal Service

Related Programs:

Program Characteristics:

Executive Summary

Multnomah County has made a significant financial investment in our technology infrastructure. This program provides for the lifecycle management and replacement of outdated, unsupported, broken or damaged IT assets allowing the county to spread the cost of the equipment replacements over multiple years. It will also enable IT to better keep pace with rapidly changing technology in the computer industry.

Program Description

This program supports the IT asset management lifecycle replacements for desktop and laptop computers, smartphones, iPads/Tablets, monitors, desktop software, network router and switching equipment, telephones, data center servers and storage, printers, copiers and other output devices. It also supports the acquisition and disposition of decommissioned hardware in a safe and environmentally friendly manner. Currently, the refresh schedule for laptops is three years and desktops is five years. The County looks for opportunities to assist local public schools, e.g. Portland Public Schools, by donating operational retired systems.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percentage of personal computer devices replaced according to published schedule	100	100	100	100
Outcome	Asset database quality: Accuracy and completeness	98	98	98	99

Performance Measure - Description

Output Measure - This measure tracks how many desktop and laptop devices are replaced according to the published schedule.

Outcome Measure - Measures the effectiveness of the asset database(s) for quality for accuracy and completeness.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$0	\$0
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$2,047,329	\$0	\$2,177,775
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$368,000	\$0	\$356,000
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,415,329	\$0	\$2,533,775
Program Total:	\$2,415,329		\$2,533,775	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,415,329	\$0	\$2,533,775
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$2,415,329	\$0	\$2,533,775

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78031, IT Asset Replacement

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Becca Beck

Executive Summary

IT Health and Human Services Application Services provides reliable, effective software systems for the Health Department(67 systems) and Department of County Human Services (80 systems). The wide variety of services provided focus on increasing and improving delivery of technology to provide higher value to departments and constituents. This Program improves the delivery of County services through automating business operations and providing easy access to information, and supporting health care transformation in Multnomah County.

Program Description

Services include managing requests for IT services and ensuring they are well-defined, prioritized and scheduled in alignment with departmental and county needs. Also, understanding and defining operational needs, recommending effective innovative solutions and designing, building, testing, and implementing the selected solutions. The Program continues maintaining, supporting and sustaining existing systems through improved life-cycle planning, project governance and resource accountability.

Strategies include: 1) freeing up IT resource hours by tracking hours, analyzing data and identifying opportunities for consolidation, retirement, and other means of reducing maintenance requests; 2) leveraging County resources by maintaining, supporting and/or reusing existing systems; 3) evaluating Countywide departmental needs to leverage systems and prevent redundancy, and using Total Cost of Ownership to make informed IT investment decisions. Strategies will result in increased IT resources available for higher value projects.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Employee hours spent on planned work versus unplanned	64.0%	60.0%	62.0%	65.0%
Outcome	Increase in employee hours spent on planned versus unplanned work	0.0%	0.0%	0.0%	5.0%

Performance Measure - Description

Output Measure - Employee hours spent on planned versus unplanned work: 65% planned/35% unplanned. This includes available work time (excludes time for training, holidays, vacation). Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - Increase the the amount of hours spent on planned work by 5 points (increasing from current year purchased 60% to 65%).

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$2,540,026	\$0	\$2,731,070
Contracts	\$0	\$187,000	\$0	\$0
Materials & Supplies	\$0	\$70,070	\$0	\$73,254
Internal Services	\$0	\$2,000	\$0	\$1,700
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,799,096	\$0	\$2,806,024
Program Total:	\$2,799,096		\$2,806,024	
Program FTE	0.00	17.00	0.00	19.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,799,096	\$0	\$2,806,024
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$2,799,096	\$0	\$2,806,024

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78032, IT Health and Human Services Application Services

Lead Agency: County Assets

Program Contact: Chris Clancy

Program Offer Type: Internal Service

Related Programs:

Program Characteristics:

Executive Summary

IT Public Safety Application Services provides reliable, effective software systems for Community Justice (25 systems), Decision Support System for Justice (DSSJ) (3 systems) and the Sheriff's Office (10 systems). The wide variety of services provided focus on increasing and improving delivery of technology to provide higher value to departments and constituents while adequately performing activities as required to keep current systems available through improving application life-cycle planning, project governance and prioritization, and resource accountability. This Program Offer improves the delivery of County services through automating business operations and integrating information between public safety partners.

Program Description

Services include managing customer relationships; capturing, prioritizing and scheduling IT service requests; understanding and defining business needs; designing, building, implementing, and maintaining innovative software and reporting systems; managing third-party vendor systems and relationships; maintaining and enhancing legacy systems.

This program ensures that requests are well-defined, prioritized and scheduled in alignment with department and County priorities. Strategies include: 1) freeing up IT resource hours to focus on new project requests by tracking hours and analyzing data, evaluating existing application and identifying opportunities for consolidation, retirement, and other means of reducing maintenance requests, 2) leveraging County resources by reusing existing systems, evaluating departmental needs across the enterprise to leverage systems and prevent redundancy, and 3) using Total Cost of Ownership to make informed IT investment decisions. These strategies will result in increase in IT resources available for higher value projects that will move County business strategies forward.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Employee hours spent on planned versus unplanned work	72.0%	70.0%	68.0%	70.0%
Outcome	Increase in employee hours spent on planned versus unplanned work	0.0%	0.0%	0.0%	0.0%

Performance Measure - Description

Output Measure - Employee hours spent on planned versus unplanned work: 70% planned/30% unplanned. This includes available work time(excludes time for training, holidays, vacation). Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - Maintain the the amount of hours spent on planned work from the current purchase year.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$2,197,177	\$0	\$2,450,708
Contracts	\$0	\$55,000	\$0	\$80,000
Materials & Supplies	\$0	\$83,925	\$0	\$80,386
Internal Services	\$0	\$0	\$0	\$150
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,336,102	\$0	\$2,611,244
Program Total:	\$2,336,102		\$2,611,244	
Program FTE	0.00	17.00	0.00	17.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,336,102	\$0	\$2,611,244
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$2,336,102	\$0	\$2,611,244

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78033, IT Public Safety Application Services

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Tony Chandler

Executive Summary

IT General Government Application Services provide reliable, effective software systems for the County Assets, County Management, and Community Services. Services include managing customer relationships; capturing and prioritizing IT service requests; understanding and defining business needs; designing, building, implementing, and maintaining innovative software and reporting systems; managing vendor systems and relationships; maintaining and enhancing legacy systems.

The Program focuses on increasing delivery of technology that can provide higher business value to departments and constituents, while adequately maintaining and supporting existing systems through improving application life-cycle planning, project governance and prioritization, and resource accountability.

Program Description

The IT General Government Application Services Group supports 23 systems for DCM and DCA and 9 systems for DCS. The program includes the following services for the Departments of County Assets, County Management, Community Services, and others:

- Managing requests for IT services and ensuring that requests are well-defined, prioritized and scheduled in alignment with department and County priorities
- Understanding and defining operational needs and recommending effective, innovative technology solutions
- Designing, building, testing, and implementing the selected solutions while sustaining existing systems

Strategies include:

- 1) Freeing up IT resource hours to focus on new project requests by tracking hours and analyzing data, evaluating existing applications and identifying opportunities for consolidation, retirement, and other means of reducing maintenance requests
- 2) Leveraging County resources by reusing existing systems, evaluating departmental needs across the enterprise to leverage systems and prevent redundancy, and using Total Cost of Ownership to make informed IT investment decisions

Strategies will result in an increase in IT resources available for higher value projects that will move County business strategies forward.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Employee hours spent on planned work versus unplanned	41	60	30	60
Outcome	Increase in employee hours spent on planned versus unplanned work	0	0	0	0

Performance Measure - Description

Output Measure - Employee hours spent on planned versus unplanned work: 60% planned/40% unplanned. This includes available work time. Planned work provides better customer value, as work can be targeted toward high priority activities. The General Government Application Services team has historically been focused on keeping the basic services going. Under new management and with an increasing focus on providing strategic services and improved value, there will be an increase in the work hours spent on planned versus unplanned work.

Outcome Measure - Achieve 60% of employee hours spent on planned work.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$812,679	\$0	\$1,108,548
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$41,211	\$0	\$27,415
Internal Services	\$0	\$0	\$0	\$200
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$853,890	\$0	\$1,136,163
Program Total:	\$853,890		\$1,136,163	
Program FTE	0.00	5.00	0.00	6.00
Program Revenues				
Fees, Permits & Charges	\$0	\$853,890	\$0	\$1,136,163
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$853,890	\$0	\$1,136,163

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78037, IT General Government and Enterprise Web Services

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Chris Clancy

Executive Summary

Data and Reporting Services provides and supports reliable services and software systems that are used across departmental boundaries and serve more than one or all County lines of business. Services include geographic maps, platforms support for databases, web servers support, and reporting tools used for decision making and results measurement. Specific service areas include Geographical Information System (GIS); Database Services, Reporting Services, Web Platform Administration, and related customer service management.

Program Description

GIS services include taxation mapping and tax collection analysis, land use planning, bridge and road planning, crime tracking, law enforcement planning, demographic/population analysis and emergency management and mitigation. Creation of an Enterprise GIS environment is underway to allow departments to share data, and to provide tools to the departments which will allow them to create their own maps and perform analysis without requiring IT assistance.

Web Services provide the standard platforms for applications that enable access via the internet/intranet to County program information, citizen self-serve/direct access to County services, and electronic transaction processing.

Database and Reporting services provide the data storage and reporting structure and tools to allow information access and sharing with the public, County departments and external business partners. Currently converting to Microsoft Reporting Services to reduce the licensing costs of Crystal Reports and to allow more flexibility and integration to Microsoft SQL Database.

All services include understanding and defining enterprise business needs, recommending effective and innovative technology solutions, constructing and upgrading platforms as required and ensuring the integrity and security of the platforms. Key to effectively providing these services is meeting common cross department needs and identifying new opportunities; while at the same time standardizing services and platforms in order to provide a low total cost of ownership.

Measures are focused on increasing the amount of planned work vs support activity. Planned or project work is preferable because it is associated with creating new customer capabilities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Employee hours spent on planned work versus unplanned	33.0%	22.0%	21.0%	25.0%
Outcome	Increase in employee hours spent on planned versus unplanned work	0.0%	0.0%	0.0%	3.0%

Performance Measure - Description

Output Measure - Employee hours spent on planned versus unplanned work: 25% planned/75% unplanned. Planned work provides better customer value, as work can be targeted toward high priority activities. The Data & Reporting Services Application team generally provides support for day to day activities, and as such, we expect a higher percentage of time to be spent on unplanned work. As more processes become automated, over time the DARS team will be able to refocus on planned project work.

Outcome Measure - Increase the the amount of hours spent on planned work by 3 points (increasing from current year purchased 22% to 25%). Note: Actuals for the previous year are inflated due to the large Data Center Project.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,852,416	\$0	\$2,096,561
Contracts	\$0	\$20,000	\$0	\$88,000
Materials & Supplies	\$0	\$382,099	\$0	\$368,888
Internal Services	\$0	\$0	\$0	\$400
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,254,515	\$0	\$2,553,849
Program Total:	\$2,254,515		\$2,553,849	
Program FTE	0.00	14.00	0.00	12.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,254,515	\$0	\$2,553,849
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$2,254,515	\$0	\$2,553,849

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78035, IT Data and Reporting Services

Lead Agency: County Assets

Program Contact: Michelle Smith

Program Offer Type: Internal Service

Related Programs:

Program Characteristics:

Executive Summary

SAP is a county-wide (enterprise) system for managing people, money, materials, services and buildings and maintenance. In short, it is used to manage the business operations of the County. SAP enables efficient business processes and transactions, and integrates with other applications to become the primary system of record whenever possible. SAP provides timely, relevant and accurate information to improve data-driven decision making. SAP resources are allocated to maintain core business functions and investments; and are balanced with enterprise wide strategies and goals. Using SAP enables the County to retire other systems and reduce related costs. SAP provides real-time operational data to employees, business partners and citizens.

Program Description

As the County's system of record for a majority of business transactions, the SAP support program provides services supporting regulatory reporting requirements, business process analysis and re-engineering, and implementation of process innovation; these are designed to increase efficiencies in the County's operations and reduce costs. The SAP support team provides training, education and technical assistance to County SAP users.

Major initiatives to be worked on for SAP over the next fiscal year are:

- Employee Self Service for Electronic Time sheets Phase I Pilot Project
- New Library Distracting - SAP changes
- New Budgeting system that is integrated with SAP
- SAP Enhancement Pack 6 to enable HR Employee Self Service and Manager Self Service projects
- Employee Self Service Benefits Project
- SAP NetWeaver Portal 7.3 Upgrade for Chrome support

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Employee hours spent on planned work versus unplanned	63	55	43	55
Outcome	Increase in employee hours spent on planned versus unplanned work	0	0	0	0

Performance Measure - Description

Output Measure - Employee hours spent on planned versus unplanned work: 55% planned/45% unplanned. This includes available work time (excludes time for training, holidays, vacation). Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - Maintain the amount of hours spent on planned work. Current Year has been tracking to 40% due to SRM post go live stabilization. Previous Year Actuals are inflated due to the large SRM project. Goal is to meet 55% planned.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,686,396	\$0	\$1,573,032
Contracts	\$0	\$1,300	\$0	\$151,245
Materials & Supplies	\$0	\$617,360	\$0	\$626,220
Internal Services	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,305,056	\$0	\$2,350,497
Program Total:	\$2,305,056		\$2,350,497	
Program FTE	0.00	11.00	0.00	10.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,305,056	\$0	\$2,350,497
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$2,305,056	\$0	\$2,350,497

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78036, IT SAP Support Team

Lead Agency: County Assets

Program Contact: Josh Mitchell

Program Offer Type: Internal Service

Related Programs:

Program Characteristics:

Executive Summary

The Enterprise, Web and Library Application Services program offer combines two services:
 - Library and Non-department Application Services which is responsible for managing systems for the Chair, Commissioners, Library, and non-departmental customers.
 - Enterprise Web Services which provides reliable services used across departmental boundaries--serving more than one or all County lines of business.

Program Description

Enterprise, Web and Library Application Services include managing customer relationships; capturing and prioritizing IT service requests; understanding and defining business needs; designing, building, implementing, and maintaining innovative software and reporting systems; managing vendor systems and relationships; maintaining and enhancing legacy systems. Additionally, this team provides the primary web application support and customer consulting for the Multnomah County Library.

Enterprise Web Services provide the standard platforms for applications that enable access via the internet/intranet to County program information, citizen self-serve/direct access to County services, and electronic transaction processing.

Enterprise Web Services include web platform support and maintenance, Google Apps for Government administration and integration support, and support for specific web systems including the public website, the Intranet (Multco Commons) and the Learning Management System (Multco Learns).

All services include understanding and defining enterprise business needs, recommending effective and innovative technology solutions, constructing and upgrading platforms as required and ensuring the integrity and security of the platforms.

Key to effectively providing these services is meeting common cross department needs and identifying new opportunities, while at the same time standardizing services and platforms in order to provide a low total cost of ownership.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Employee hours spent on planned work versus unplanned	55.0%	40.0%	53.0%	55.0%
Outcome	Increase in employee hours spent on planned versus unplanned work	0	0	0	15

Performance Measure - Description

Output Measure - Employee hours spent on planned versus unplanned work: 55% planned/45% unplanned. Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - Increase the the amount of hours spent on planned work by 15 points (increasing from current year purchased 40% to 55%.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,474,246	\$0	\$1,551,472
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$580,700	\$0	\$592,873
Internal Services	\$0	\$0	\$0	\$400
Capital Outlay	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$2,054,946	\$0	\$2,144,745
Program Total:	\$2,054,946		\$2,144,745	
Program FTE	0.00	9.00	0.00	10.00
Program Revenues				
Fees, Permits & Charges	\$0	\$2,054,946	\$0	\$2,144,745
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$2,054,946	\$0	\$2,144,745

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last year this program was: #78037, IT General Government and Enterprise Web Services

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs: 78029

Program Contact: Garret Vanderzanden

Program Characteristics: Climate Action Plan

Executive Summary

Fleet Services provides vehicle and equipment purchasing and maintenance services; including offering transportation and related support services that are responsive to the needs of the County organization.

Program Description

The County owns and operates over 700 units of vehicles, equipment, and other related rolling stock. Fleet Services focuses on collaborative relationships with other work functions of the County, such as Sheriff's Office Equipment Unit, Facilities Management, and Road Operations, to ensure coordinated service delivery with minimal customer business interruptions. Services and customer support provided by Fleet include:

- Policy and operational procedure development and implementation;
- Inventory management; regulatory compliance; customer consultation and advice;
- Preventive maintenance; emission inspections; and towing;
- Coordinated vendor repairs; equipment fabrication and modification specialty work;
- Scheduled, unscheduled and emergency in-shop and field repairs;
- Warranty/recall management and support; and failure analysis;
- Fuel management (onsite/offsite); tire repair/replacement (onsite/offsite); and cleaning;
- Driver safety, risk and liability management; accident claims management.

Fleet Services, through the Fleet Vehicle Replacement program (offer # 78029), continues to invest in hybrid and electric vehicle technologies. An ongoing component of this work is the continuing education of the Fleet Technician work force to ensure subject matter expertise in vehicle/equipment maintenance in these emerging technologies. Fleet Services also engages in Tire and Oil Filter recycling programs. These efforts contribute to the 2009 Climate Action Plan carbon emissions reduction activities related to Local Government Operations, item numbers: 18-6 fuel efficiency standards, 18-7 electric and plug-in hybrid vehicles, and 18-8 reduce waste.

Fleet Services also supports the Urban Form and Mobility component of the Climate Action Plan, specifically 9-1 regarding the install of charging stations for electric vehicles. Fleet supplied revenue support for the install of 12 charging stations, four of which are dedicated use for Multnomah County Electric Vehicles, with eight available for public use.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Billable Hours	0.0%	0.0%	0.0%	65.0%
Outcome	Vehicles out of service 1 day or less	0.0%	0.0%	0.0%	90.0%
Quality	Customer satisfaction	99.9%	100.0%	99.0%	100.0%

Performance Measure - Description

"Customer satisfaction" is a measure as reported on comment cards provided to customers on individual jobs with good to excellent ratings (reporting range: 1) poor, 2) fair, 3) good, 4) excellent).

Two (2) new Performance Measures are being implemented for FY14. Both of these important, industry standard measures do not currently have reliable data to allow an accurate assessment. Changes to be made in FY13 will allow Fleet Services to track these in FY14. These measures are:

- "Billable Hours" is a measure of productivity that will evaluate how much of our Fleet Technician's time is spent working on vehicles/equipment. This is an important measure to ensure we are utilizing our skilled labor in an effective manner. The measure takes into account time not spent on the job, such as vacation and sick, to provide a complete accounting.
- "Vehicles out of service 1 day or less" is a measure that will look at the % of vehicles and equipment returned to programs in a day or less. The less time we have vehicles out of service, the more time they can be utilized by their respective assigned programs.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$1,395,626	\$0	\$1,221,163
Contracts	\$0	\$27,250	\$0	\$30,050
Materials & Supplies	\$0	\$2,425,256	\$0	\$1,478,844
Internal Services	\$0	\$870,541	\$0	\$922,561
Capital Outlay	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$406,271	\$0	\$660,000
Total GF/non-GF:	\$0	\$5,124,944	\$0	\$4,312,618
Program Total:	\$5,124,944		\$4,312,618	
Program FTE	0.00	15.60	0.00	11.80
Program Revenues				
Fees, Permits & Charges	\$0	\$3,382,607	\$0	\$3,329,633
Intergovernmental	\$0	\$571,115	\$0	\$35,000
Other / Miscellaneous	\$0	\$781,009	\$0	\$80,000
Total Revenue:	\$0	\$4,734,731	\$0	\$3,444,633

Explanation of Revenues

The program is funded by service charges through the Fleet Fund. Internal service reimbursements estimates are based on historical data, current service levels, and FY13 charge rates. The FY14 budget has been developed based on FY12 cumulative charges.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #78016, Fleet Services

Fleet Services previously received significant revenues for work performed for outside agencies. During FY13 this work was severely curtailed in order to reduce costs and refocus the work of Fleet Services on its core mission, maintenance of Multnomah County's fleet.

Fleet Services is a focus of ongoing work related to the Multnomah Evolves initiative. Significant changes to this operation are possible in FY14, but unknown at this time. Budget modeling for FY14 including potential operations changes have shown only a minor budgetary impact if implemented during FY14. Long term budgetary impacts, such as cost reductions, would be reflected in future budget cycles.

Lead Agency: County Assets

Program Contact: Garret Vanderzanden

Program Offer Type: Internal Service

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

Vehicle Replacement Planning is provided as an interdependent function within Fleet Services (offer # 78028). The key objective is to administer the life-cycle replacement schedule and collection of replacement funds on assigned vehicles and equipment (capital expenditures). This service is responsible for keeping Department customers supplied with vehicle and equipment options that support their core operational missions.

Program Description

Fleet Services, through the Fleet Vehicle Replacement program, provides the following services:

- Collects and manages the funding for future replacement of vehicles and equipment;
- Specifies, bids, awards, receives, inspects, prepares for service, and assigns replacement vehicles and equipment;
- Administers the vehicle and equipment re-sale program (surplus disposal), using revenue received used to offset future vehicle and equipment purchases;
- Establishes and administers the life-cycle replacement schedule used to determine collection of replacement funds on assigned vehicles and equipment. The collected funds are used to buy new vehicles after the predetermined years of life are met;
- Collaborates with departments and programs to evaluate the following elements when considering purchase of a new or replacement vehicle or piece of equipment: vehicle utilization (miles driven/time of operation); department/program needs; current working condition of vehicle; vehicle downtime and predicted future repair costs; safety; and sustainability;
- Ongoing evaluation of opportunities for electric and hybrid vehicles when purchasing new vehicles. The Fleet Vehicle Replacement Program is the primary contributing factor to the following areas in the Local Government Operations component of the 2009 Climate Action Plan:
 - 18-6 "...meet minimum fleet fuel efficiency standards and use low-carbon fuels.";
 - 18-7 "Buy electric and plug-in hybrid vehicles for City and County fleets as they become commercially available."

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Vehicles and equipment on delayed replacement	28.0%	50.0%	50.0%	25.0%
Outcome	Surplus gross vehicle and equipment sales revenue as % of purchase price	14.0%	10.0%	14.0%	14.0%

Performance Measure - Description

"Vehicles and equipment on delayed replacement" is based on the % of vehicles that have gone beyond the date established for purchasing a replacement. This had been significantly reduced in FY12 from 83% in FY11. The current year estimate is projecting a slight spike due a significant # of vehicles due for replacement in FY13.

"Surplus gross vehicle and equipment sales revenue as % of purchase price" looks at the revenue we receive when we bring a surplus vehicle to auction. We have seen this # increase 4% over previous years with the implementation of a new vendor contract for auction services, coupled with a more aggressive approach to replacing vehicles on time.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Capital Outlay	\$0	\$4,106,239	\$0	\$5,001,869
Total GF/non-GF:	\$0	\$4,106,239	\$0	\$5,001,869
Program Total:	\$4,106,239		\$5,001,869	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$1,404,393	\$0	\$1,694,544
Other / Miscellaneous	\$0	\$2,634,370	\$0	\$4,055,626
Total Revenue:	\$0	\$4,038,763	\$0	\$5,750,170

Explanation of Revenues

Vehicle and equipment are placed on an established life-cycle replacement schedule. Replacement funds are collected on a monthly basis from programs with assigned vehicles and equipment. If a vehicle or piece of equipment is not replaced after its predetermined replacement life is reached, replacement charges are stopped. Proceeds from vehicle sales are returned to the Fleet fund to offset future replacement costs.

Significant Program Changes

Last year this program was: #78017, Fleet Vehicle Replacement

Lead Agency: County Assets
Program Offer Type: Internal Service

Program Contact: Garret Vanderzanden

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

The Motor Pool program provides shared vehicles for single trip or short-term use available to employees of all County Departments. The program meets customer expectations by monitoring daily usage and vehicle availability while also offering sustainable transportation options such as hybrid and electric vehicles.

Program Description

There are four Motor Pool sites located around the County to help programs manage their short-term business transportation needs. A variety of vehicle types are available for use: sedans, light trucks, passenger and cargo vans, and specialty equipment. The program operates through a reservation and per-hour charge back system. The purpose of the centrally managed Motor Pools is to eliminate underutilized assigned vehicles and reduce private mileage reimbursement costs, thereby supporting departmental travel needs with ease of use and almost zero administrative effort.

The Motor Pool site in downtown Portland also operates as a public parking lot and provides parking at market rate for County-owned and employee privately-owned vehicles, including car pool spaces.

As part of continued efforts to streamline operations, the Motor Pool program will be implementing a new reservation system in FY14. This system upgrade will allow for web-based customer reservations, facilitate leveling of vehicle use to extend the life of the Motor Pool fleet, and will also reduce operational inefficiencies by eliminating redundant data entry points and increasing accuracy of data capture.

The Motor Pool Program supports the Local Government Operations component of the 2009 Climate Action Plan, action 18-6 "...meet minimum fleet fuel efficiency standards and use low-carbon fuels.", through the standardization of the Motor Pool vehicle inventory with fuel efficient vehicles such as Nissan Leaf EV's and Toyota Prius Hybrids.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Motor Pool trips	15,698	14,750	15,722	15,700
Outcome	Vehicle availability	99.9%	99.0%	99.9%	99.9%

Performance Measure - Description

Motor pool trips is a measure of customers' business transportation needs. Vehicle availability is a measure of ability to supply vehicles for those needs. The two measures determine the optimal size of the motor pool.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$170,861	\$0	\$172,626
Contracts	\$0	\$3,000	\$0	\$3,000
Materials & Supplies	\$0	\$10,560	\$0	\$15,400
Internal Services	\$0	\$29,728	\$0	\$62,123
Unappropriated & Contingency	\$0	\$10,707	\$0	\$0
Total GF/non-GF:	\$0	\$224,856	\$0	\$253,149
Program Total:	\$224,856		\$253,149	
Program FTE	0.00	2.30	0.00	2.20
Program Revenues				
Fees, Permits & Charges	\$0	\$423,536	\$0	\$368,273
Intergovernmental	\$0	\$7,710	\$0	\$4,560
Other / Miscellaneous	\$0	\$65,355	\$0	\$0
Total Revenue:	\$0	\$496,601	\$0	\$372,833

Explanation of Revenues

The program is funded by service charges through the Fleet Fund. Internal service reimbursement estimates are based on historical data, current service levels, and FY13 charge rates. Outside agency revenue is based on providing current service levels at FY13 charge rates.

Significant Program Changes

Last year this program was: #78020, Motor Pool

Lead Agency: County Assets
Program Offer Type: Innovative/New Program
Related Programs: 78029

Program Contact: Garret Vanderzanden

Program Characteristics: One-Time-Only Request

Executive Summary

Through one-time only funding, Fleet Services seeks to bring the current inventory of vehicles up to date based on established replacement schedules. This would occur over the course of a three year cycle in order to mitigate financial impact to Fleet customers and operational impact to the Fleet operation.

Program Description

Multnomah County's current sedan and truck inventory consists of 81 units that are beyond their scheduled replacement dates. The mechanism for replacing these vehicles, the Fleet Replacement Fund, currently has a significant funding gap due to delayed replacements. For example, when a vehicle due to be replaced in 2004 with revenue collection based on the 2004 purchase price is not replaced until 2013, the purchase value of the new vehicle far exceeds the collected replacement funds. There are some vehicles that are long overdue for replacement, such as the 1999 Mercury Mystique currently active in the Multnomah Building Motor Pool.

Maintaining an aging Fleet has a negative impact resulting in increased costs in both maintenance and fuel consumption. An example, a compact vehicle purchased in 1998 with a fuel efficiency of 25 mpg versus a like vehicle from 2010 at 28 mpg. Upgrading to hybrid vehicles could improve the fuel efficiency up to 40 mpg. This increase in fuel efficiency not only reduces our fuel consumption costs but also significantly impacts our carbon footprint. Subsequently, Fleet Services is requesting one time-only money to eliminate the existing back log of aging vehicle inventory.

The plan to execute the required purchasing to update the Fleet inventory would occur over three years, approx. 30 vehicles per year. This time frame will ensure that there is not a significant purchasing spike on top of on-time scheduled replacements in a single year. Budgetary impacts will be mitigated for funding collection on the new vehicles for future replacements. This activity would be in addition to our normal Fleet Replacement Planning for vehicles that are on schedule to be replaced in coming years.

Fleet Services will mitigate any future replacement fund gap risks by concentrating on the following areas. A description of each is available in the Significant Program Changes section of this program offer:

- 1) Right-sizing the County Fleet
- 2) Leveling the Replacement Schedule
- 3) Standardization of the County Fleet
- 4) The Right Vehicle for the Right Use
- 5) Strategic Sourcing
- 6) Alternative Technologies

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Capital Expenditures	0.0%	0.0%	0.0%	30.0%
Outcome	Fuel Efficiency Increase	0.0%	0.0%	0.0%	2.0%

Performance Measure - Description

Capital Expenditures - this metric will track the % of one-time only allocated funds spent year to year to ensure the program is on target for elimination of the replacement back log.

Fuel Efficiency - this metric will track the overall increase in fuel efficiency across the County Fleet. As the backlog is eliminated we will be able to take advantage of advances in vehicle technologies to reduce our gas consumption and associated carbon emissions and fuel costs.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$0	\$134,129
Capital Outlay	\$0	\$0	\$0	\$1,069,829
Total GF/non-GF:	\$0	\$0	\$0	\$1,203,958
Program Total:	\$0		\$1,203,958	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Other / Miscellaneous	\$0	\$0	\$0	\$1,203,958
Total Revenue:	\$0	\$0	\$0	\$1,203,958

Explanation of Revenues

Funding for this program comes from available one-time-only General Fund resources.

Significant Program Changes

✔ Significantly Changed

Last year this program was:

The following measures will be implemented to mitigate future Replacement Fund revenue gaps:

Right-sizing the County Fleet - Enforcement of current rule sets such as an annual review of assigned vehicle utilization and reallocating or resigning those vehicles that are underutilized. This will also entail ongoing evaluation of the County Motor Pool, a program managed by County Fleet, to ensure we have the appropriate number of vehicles available for use.

Leveling the Replacement Schedule - Utilization of better planning to ensure a more even distribution of purchasing across fiscal years. We currently have 36 vehicles on schedule for replacement in 2014, 30 in 2015, and 83 in 2016. This type of spike causes administrative and operational challenges that will be mitigated through better planning and even distribution of purchases year to year.

Standardization of the County Fleet - Implementation of limited set of standard vehicle choices. This will streamline purchasing and financial practices and increase maintenance operations efficiency. For example, less variety in fuel filters yields less purchasing and payment transactions, and less space required for storage of unique filters.

The Right Vehicle for the Right Use - Consultation with programs to ensure vehicle purchases match their work requirements. Is a full-size sedan needed for a program that does not regularly transport individuals other than the driver? Would a mid-size or compact be a better fit?

Strategic Sourcing - Fleet Services will work with the newly implemented Strategic Sourcing program to identify opportunities for cost savings and process efficiencies in vehicle purchasing.

Alternative Technologies - All vehicle replacements will include evaluation of alternative vehicle technologies such as hybrid or EV vehicles. This will include capital funding research to identify grant opportunities and collaborative partnerships to defray up front capital costs to Multnomah County for these emerging technologies.

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Dwight Wallis

Executive Summary

Distribution Services provides county agencies pickup and delivery of mail and supplies, processing and metering of U.S. Mail, U.S. Mail training and consultation, and management of mail services contracts.

Program Description

Distribution Services effectively manages County resources and minimizes service delivery costs by:

1. Centrally coordinating a complex and multifaceted system of distribution logistics across 98 County locations. Distribution Services moves a wide variety of items every day, via fixed routes and/or on-demand, including U.S. Mail, Health Department patient care items, County records, interoffice mail, recyclables, and operational equipment and supplies. In addition, Distribution Services seamlessly coordinates with other governments throughout the Portland metropolitan region and the Willamette Valley to send and deliver interoffice mail in a manner that saves on postage and enhances intergovernmental communication and workflow.
2. Managing a multi-jurisdictional contract for presort services. This maximizes available postage discounts for all partners by pooling the mail to be presorted prior to delivery to the US Post Office. These savings are further enhanced by centralized metering of U.S. Mail, ensuring accuracy, timeliness of delivery, lower cost single-point pickup for mail services partners, and the reduction of county-wide meter maintenance costs. Distribution Services also maintains county-wide mail services contracts (for example, in folding/insertion, addressing and metering) that lower departmental costs for tax mailings, license renewals, and other projects.
3. Partnering with the USPS to ensure accurate and up to date information on mailing standards in an increasingly complex and changing environment. Distribution Services shares that expertise by providing clear instruction and training to County employees on existing and proposed USPS standards, ensuring efficient mailings that maximize available savings.
4. Serving a vital role in emergency preparedness for Multnomah County. Distribution Services is a component of the Receipt, Stage and Storage Center.

These efforts contribute to the Climate Action Plan activities related to local government operations, item number 18-8.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of pieces of mail processed.	920,984	921,000	897,427	897,000
Outcome	% postage discount over full postal rate, due to presorting of mail.	33.0%	33.0%	32.0%	32.0%
Input	Number of mail stops receiving delivery services.	131	116	125	121

Performance Measure - Description

 **Measure Changed**

Removed US mail delivery measure due to insufficient data to support it.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$468,737	\$0	\$544,977
Contracts	\$0	\$36,500	\$0	\$10,000
Materials & Supplies	\$0	\$1,088,149	\$0	\$1,393,903
Internal Services	\$0	\$160,867	\$0	\$189,358
Capital Outlay	\$0	\$0	\$0	\$50,000
Unappropriated & Contingency	\$0	\$87,308	\$0	\$486,510
Total GF/non-GF:	\$0	\$1,841,561	\$0	\$2,674,748
Program Total:	\$1,841,561		\$2,674,748	
Program FTE	0.00	6.40	0.00	6.90
Program Revenues				
Fees, Permits & Charges	\$0	\$1,370,516	\$0	\$1,332,341
Intergovernmental	\$0	\$79,726	\$0	\$62,820
Other / Miscellaneous	\$0	\$391,319	\$0	\$1,279,587
Total Revenue:	\$0	\$1,841,561	\$0	\$2,674,748

Explanation of Revenues

Distribution Services is funded by a charge system through the Distribution Fund. Service reimbursements are based on delivery stops, mail processed, and special services requested.

Significant Program Changes

Last year this program was: #78019, Distribution Services

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Dwight Wallis

Executive Summary

Records Management supports County agencies and the public by maintaining public records in accordance with operational, legal, fiscal, public access and historic preservation needs.

Program Description

The program supports cost reduction and compliance with public records regulations by developing and implementing policies for the orderly maintenance and disposition of county records generated by all departments. Addressing a wide variety of formats, the program maintains over 111 million documents in a centralized Records Center, including the County's historic archives dating back to 1855. Storage of these records reduced the need for office space storage by over 49,000 square feet in FY12.

The program also recycles large volumes of public records (50 tons in FY12) in a sustainable manner that ensures confidentiality. The program provides consultation in the establishment and organization of electronic records keeping; enterprise document conversion; retention scheduling; archival research, access and preservation; essential records protection, and records management best practices.

The program continues to expand its web presence with the Archon web tool and external web site, resulting in a 53% increase in reference and referral activities in FY12. Significant progress has been made in managing electronic records through the establishment of a county electronic records repository, and through increasing e-records training and consultation. In conjunction with the State Archives, the program is pursuing the county's first fully functional electronic records management system, utilizing cloud technology to substantially lower start up costs. This is intended to replace the program's current antiquated system, and allow for management of both active and inactive records throughout the county, regardless of format.

The program continues to work with the Office of Emergency Management to address essential records protection county-wide, utilizing FEMA based standards. These efforts contribute to the Climate Action Plan activities related to local government operations, item number 18-8, due to the large amount of paper recycling the program does each year, and due to its ongoing consultation with Departments on ways to increase their use of reliable, compliant, and trusted electronic records systems.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Retrieval, Refiles, and Interfiles (Record Actions) performed	14,464	14,000	13,500	13,000
Outcome	% of Archival Holdings Described On-Line	0.0%	0.0%	39.0%	59.0%
Output	Boxes/Digital Objects, Microfilm Rolls, Maps and Plans Maintained in Storage	90,456	91,000	90,000	89,000
Quality	% of Records Retrievals Delivered to Customers within 1 Business Day	97.0%	98.0%	92.0%	91.0%

Performance Measure - Description

 **Measure Changed**

Discontinued use of retention schedule outcome measure, due to changes in retention scheduling practices which made measure obsolete.

New archival measure reflects the percentage of archival collections processed and described to a point which allows for public access and usage.

Reduction in records retrieval measure due to changes in shared position utilized in providing service.

Legal/Contractual Obligation

ORS 192 and OAR 166 outline public records mandates for the Records Officer, microfilm, imaging, storage, retention and access. Executive Rule 301 assigns the retention schedule function to the Records Management program.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$0	\$364,905	\$0	\$382,148
Contracts	\$0	\$32,000	\$0	\$32,757
Materials & Supplies	\$0	\$31,536	\$0	\$25,365
Internal Services	\$0	\$455,878	\$0	\$423,887
Unappropriated & Contingency	\$0	\$44,216	\$0	\$0
Total GF/non-GF:	\$0	\$928,535	\$0	\$864,157
Program Total:	\$928,535		\$864,157	
Program FTE	0.00	4.00	0.00	3.60
Program Revenues				
Fees, Permits & Charges	\$0	\$840,818	\$0	\$864,157
Other / Miscellaneous	\$0	\$87,717	\$0	\$0
Total Revenue:	\$0	\$928,535	\$0	\$864,157

Explanation of Revenues

Records Management is funded by an allocation system through the Distribution Fund. Total program costs are allocated based on each Department's share of the number of boxes stored, boxes brought into the Records Center (accessioned), and record actions performed in FY12.

Significant Program Changes

Last year this program was: #78018, Records Section

Lead Agency: County Assets
Program Offer Type: Internal Service
Related Programs:
Program Characteristics:

Program Contact: Tony Dornbusch

Executive Summary

This program offer represents the Strategic Sourcing component of the Strategic Sourcing, Procurement and Contract Administration unit, which is part of the Department of County Assets' (DCA) Administrative Services Hub. This unit works collectively with the other DCA Administrative Service Hub units to deliver services to both departments and divisions supported by DCA as well as the entire County. This offer focuses on the development, implementation, oversight and direct delivery of the strategic sourcing practices across the County. This unit provides strategy, leadership, expertise, and analytical information to the County and its Departments relative to these strategic sourcing practices including leadership of the county's first Strategic Sourcing Council.

Program Description

This organization reports to the Manager of Strategic Sourcing, Procurement and Contract Administration, who reports to the Director of DCA. The program includes Strategic Sourcing Analysts and Strategic Sourcing Data Analyst for the County and provides strategy, leadership, practice development, oversight and monitoring, detailed spend analysis, strategic sourcing plans and compliance analysis/oversight for hundreds of contracts and millions of dollars each year. The program will be responsible for addressing the strategic sourcing needs of all County Departments across all commodities and types of transactions, which includes commercial, personal services, construction, lease, software, technology goods and services, maintenance and repair, and architectural services. Support also includes collaboration with departmental partners in the review of Administrative Procedures, policies and the implementation of best practices as necessary, in support of strategic sourcing initiatives. Strategic Sourcing is the practice of taking a holistic approach to the selection and sourcing of goods and services necessary to an organization's operations.

Strategic Sourcing includes several key tenets or procurement best practices: (1) Consolidating spend across all buyers with a small number of supplier partners so that the best prices can be achieved, (2) Considering the total lifecycle cost of a product and service (not just the purchase price) when making a procurement decision, (3) Building mutually beneficial strategic partnership relationships with key suppliers, (4) Leveraging the capabilities and services of supplier partners to reduce internal operating costs, and (5) Leveraging technology to reduce operating costs, better manage spend, and achieve better prices.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Commodity Sourcing Plans developed	0	0	0	8
Outcome	% of annual goods purchased via MarketPlace	0.0%	0.0%	80.0%	80.0%

Performance Measure - Description

Output - Number of Commodity Sourcing Plans developed and implemented reflects the implementation and adoption rate of the County's Strategic Sourcing practices, which improve strategic purchases.

Outcome - % of annual goods purchased via the County's eMarketplace (Multco Marketplace) indicates the volume of spending that has been driven to the eMarketplace where all goods available for purchase are under contract and where controls are applied to drive purchasing which is consistent with County values. The % under contract will increase over time.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) 279A, 279B, and 279C establish requirements affecting the County's procurement and contracting practices. State Qualified Rehabilitation Facilities laws are enforced via purchasing through the Multco MarketPlace.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$470,751	\$0	\$449,602	\$0
Contracts	\$0	\$0	\$40,000	\$0
Materials & Supplies	\$21,700	\$0	\$8,000	\$0
Total GF/non-GF:	\$492,451	\$0	\$497,602	\$0
Program Total:	\$492,451		\$497,602	
Program FTE	3.50	0.00	3.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is funded in the General Fund. A portion of the costs are recovered through the county's indirect cost allocation plan.

Significant Program Changes

Last year this program was: #78046, Countywide Strategic Sourcing

Lead Agency: County Assets

Program Contact: Tony Dornbusch

Program Offer Type: Innovative/New Program

Related Programs:

Program Characteristics:

Executive Summary

The Mobile Device Expense Management program is a new program offer intended to centralize the management of all wireless voice and data communications for approximately 5,000 County employees. The services provided by this program facilitate communication with citizens, business partners, and employees. This group contracts, purchases, provisions, tracks, and oversees the usage and payment for wireless (cellular) devices and the related services for the County. This includes cell phones, pagers, tablet computers, smart phones, and aircards.

Program Description

The County maintains approximately 1,600 wireless devices. This group works closely with Departments to identify wireless communication needs then set standards for devices and service plans to address these needs. This program coordinates the acquisition of all cellular devices as well as the provisioning of the cellular services for these devices, also known as mobile devices. This group works closely with IT, Desktop and Security, as well as Departments to identify mobile communication needs then sources and/or negotiates the services for delivery to internal County customers.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	% of new requests processed within defined procedures	0.0%	0.0%	0.0%	99.0%
Outcome	Reduced overall cost over prior year	0.0%	0.0%	0.0%	10.0%

Performance Measure - Description

Output - Program will process 99% of all new and replacement mobile device requests following procedures and will audit carrier records for any exceptions not ordered by program.

Outcome - Reduce overall cost of mobile devices and services by 10% over similar costs from the prior fiscal year. The baseline for this measure will be set at the end of fiscal year 2013 and will likely be based upon an average overall cost per minute. The total overall costs will factor in the total cost of the program, plus the costs for all wireless services.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$0	\$94,193
Contracts	\$0	\$0	\$0	\$60,000
Materials & Supplies	\$0	\$0	\$0	\$783,704
Internal Services	\$0	\$0	\$0	\$9,969
Total GF/non-GF:	\$0	\$0	\$0	\$947,866
Program Total:	\$0		\$947,866	
Program FTE	0.00	0.00	0.00	1.00
Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$0	\$947,866
Total Revenue:	\$0	\$0	\$0	\$947,866

Explanation of Revenues

Mobile Device Management is funded through a per device internal service charge which recovers the costs associated with usage and support of county mobile devices.

Significant Program Changes

 **Significantly Changed**

Last year this program was:

This is a new Program Offer. The staff member contained in this program offer was previously part of Program Offer 78037 - IT General Government. The position was previously responsible for a portion of the procurement, contracting and administrative oversight of traditional and mobile telecommunication services and will now focus on the centralization and consolidation of Mobile Device Expense Management.

Lead Agency: County Assets

Program Contact: Julie Neburka

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Budget and Planning team is one of the four service teams in the County's first inter-departmental Administrative Services Hub. The team provides financial planning, forecasting, rate-setting, and reporting services to the departments of County Management and County Assets, and to nondepartmental County agencies and offices, a combined portfolio of \$371 million. The team assembles and publishes County-wide annual internal service rates; bills for County facilities, fleet, information technology, telecommunications, and records and distribution services; and coordinates planning for the County's asset management and Facilities capital improvement functions.

Program Description

This program focuses on several primary functions:

- Coordinating County-wide annual capital planning and internal service rate development processes, including developing and implementing complex activity-based cost allocation models for seven distinct internal services.
- Coordinating and managing annual budget development and monitoring for two large departments and a variety of nondepartmental agencies and corporate obligations.
- Overseeing budget management, monitoring, modification, and financial reporting throughout the fiscal year for the County's capital, internal service, and debt service funds.

The team provides recommendations and data on internal cost allocation methods and strategies, capital planning and spending, and planning for long-term obligations used by every County department.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Track staff time spent on customer activities	0.0%	100.0%	42.0%	100.0%
Outcome	Allocate Hub resources fairly among users	0.0%	100.0%	100.0%	100.0%

Performance Measure - Description

The Administrative Hub is a new, interdepartmental County organization, intended to streamline the provision of various administrative services and allocate resources appropriately to service recipients in DCA, DCM, and Nondepartmental agencies.

An important activity in FY 2013 is developing the mechanisms and business processes needed to track staff time spent on activities for each department and agency, in order to gauge and manage demand.

As of February, 2013, a tracking tool has been chosen and is being configured to support demand planning and time tracking for the Budget & Planning team.

Legal/Contractual Obligation

Oregon Budget Law (ORS Chapter 294), federal Office of Management & Budget circulars A-133 and A-87, Government Accounting Standards Board statements and pronouncements, County Administrative Procedures.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$742,543	\$0	\$819,362	\$0
Materials & Supplies	\$9,615	\$0	\$7,100	\$0
Internal Services	\$66,205	\$0	\$60,107	\$0
Total GF/non-GF:	\$818,363	\$0	\$886,569	\$0
Program Total:	\$818,363		\$886,569	
Program FTE	7.00	0.00	7.00	0.00
Program Revenues				
Fees, Permits & Charges	\$628,175	\$0	\$717,371	\$0
Total Revenue:	\$628,175	\$0	\$717,371	\$0

Explanation of Revenues

Costs of the Administrative Hub are allocated proportionately among users: the County's internal services and the departments of County Assets and County Management. The General Fund supports charges apportioned to DCM. Internal service charges recover the costs associated with support of the Facilities, Information Technology, Fleet, and Distribution Funds, and reimburse the General Fund for these services.

Significant Program Changes

Last year this program was: #78042, Administrative Hub: Budget, Rate-Setting, Capital Planning

Lead Agency: County Assets

Program Contact: Tony Dornbusch

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

This program offer represents Procurement & Contracting (P&C), which is part of the Department of County Assets' (DCA) Administrative Services Hub. This unit works collectively with the other DCA Administrative Service Hub units to deliver services. Support is also provided to the Department of County Management, Board of County Commissioners and several nondepartmental Offices allowing departmental leadership and elected officials to focus their efforts on delivering vital program services.

This offer focuses on the consultation, oversight and direct delivery of procurement, purchasing, and contracting related activities to HUB customers. These activities span several categories of Goods and Services and include commercial contracts, personal services contracts, construction contracts, technology contracts, operations and maintenance contracts, and intergovernmental agreements across all areas of DCA, DCM and nondepartmental units.

Program Description

The program includes the administrative group responsible for formal, informal and cooperative procurements. The program also includes commercial, personal services, construction, lease, software, maintenance and repair, and architectural contract development, negotiation, risk assessment and management, supplier/vendor management and ongoing contract administration. This group processes over 700 procurements and contract documents per year, with oversight of approximately 3,500 active procurements, contracts and amendments.

This group includes a Finance Supervisor to provide contract negotiation and process development as well as oversight and specialized expertise in the development and monitoring of large construction, facilities, and software and hardware contracts. Support also includes collaboration with departmental partners in the review of County Administrative Procedures, policies and the implementation of best practices.

During the past fiscal year, through new strategies the Program was responsible for enabling the no cost, early replacement of copiers no longer meeting County standards, saving the County over \$400,000 in the fiscal year and providing for additional savings in reduced costs per copy going forward.

The Program has also undertaken contracting standardization activities, implemented enhanced contract development practices, and exercised advanced contract negotiation techniques. A single software contract renegotiation activity will result in savings of nearly \$3,000,000 over the next 5 years.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of procurements and contracts processed	0	365	730	700
Outcome	Percentage of Contracts processed following established processes	0.0%	0.0%	0.0%	100.0%

Performance Measure - Description

Number of Procurements and contracts processed output measures the total volume of procurements, contracts, amendments and renewals processed by the P&C staff. These procurements and contracts span facilities, construction, leases, building equipment, IT equipment, software, administrative goods, fleet, and various professional services. This number does not include stand alone purchase orders utilized as contracts for purchases that are not against a contract. This measure will provide valuable tracking/identification of each procurement/contracting activity, establishing the beginnings of a baseline for the total contracts under management in P&C.

% of Contracts processed following established processes is the percentage of procurements that are solicited or contracts that are developed and executed following the County and DCA policies, procedures and processes. This measure provides valuable process improvement feedback and effectively demonstrates reduced or mitigated risk relating to damages, liability, infringement, warranty, etc. This is a new measure & very aggressive.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) 279A, 279B, and 279C establish requirements affecting the County's procurement and contracting practices. The County establishes and implements Public Contract Review Board (PCRB) Rules and Administrative Procedures CON-1 and PUR-1 to define its procurement and contracting processes within the constraints of ORS requirements. DCA Contracts must adhere to Commercial Contract laws, Bureau of Labor and Industry laws, Construction and Architectural contracting laws, Employment laws, Privacy laws, Domestic Violence and Criminal records laws and others. DCA Procurements using cooperative agreements must adhere to state and federal laws governing the use of the cooperative agreements as described therein.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$1,477,006	\$0	\$1,388,332	\$0
Contracts	\$0	\$0	\$80,000	\$0
Materials & Supplies	\$60,215	\$0	\$57,786	\$0
Internal Services	\$138,068	\$0	\$125,016	\$0
Total GF/non-GF:	\$1,675,289	\$0	\$1,651,134	\$0
Program Total:	\$1,675,289		\$1,651,134	
Program FTE	13.50	0.00	11.50	0.00
Program Revenues				
Fees, Permits & Charges	\$1,364,097	\$0	\$1,293,725	\$0
Total Revenue:	\$1,364,097	\$0	\$1,293,725	\$0

Explanation of Revenues

Costs of the Administrative Hub are allocated proportionately among users: the County's internal services and the departments of County Assets and County Management. The General Fund supports charges apportioned to DCM. Internal service charges recover the costs associated with support of the Facilities, Information Technology, Fleet, and Distribution Funds, and reimburse the General Fund for these services.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #78043A, Administrative Hub: Contracts and Procurement

This program offer previously included 2 staff members responsible for a portion of the procurement, contracting and administrative oversight of traditional and mobile telecommunication services. These staff have been moved to Program Offer #78018 to focus on the centralization and consolidation of Mobile Device Expense Management.

Lead Agency: County Assets

Program Contact: Patrick Williams

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Administrative Hub Finance Team provides business and financial services to the departments of County Assets (DCA) and County Management (DCM), and to Nondepartmental offices and agencies. Services include processing of accounts payable and receivable, travel and training arrangements, grant accounting, internal services billing, and management reporting.

Program Description

This program aligns with business services functions in other departments, allowing programs and elected officials to leverage administrative resources. The Finance Team is a part of the Administrative Services Hub, and supports the operational activities of DCA, DCM, and Nondepartmental offices and agencies by providing financial services such as accounts payable, accounts receivable, and procurement card management; additionally, the unit provides general administrative support functions such as travel planning and reconciliations, timekeeping, financial data collection and analysis, and general administrative support to a diverse range of programs. Support also includes collaboration with departmental partners in the review and refinement of financial processes, administrative procedures, policies, and the implementation of best practices.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Accounts payable transactions	0	0	13,968	14,000
Outcome	Percent of accounts payable invoices paid on time	86.0%	95.0%	83.0%	90.0%
Outcome	% of grant reports submitted on time	100.0%	0.0%	100.0%	100.0%

Performance Measure - Description

 **Measure Changed**

AP Transactions – The volume of vendor invoices processed annually by the finance unit. This is a new measure for FY 2013, and is descriptive of the team’s work volume.

AP invoices paid on time is the percentage of invoices paid within 30 days of the invoice date and measures the timeliness of the accounts payable process. The county-wide performance of this measure has historically been about 85%. The Finance unit’s ability to leverage administrative resources should allow it to exceed historical county-wide performance.

Grant reports submitted on time reflects performance quality and grant compliance.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$790,685	\$0	\$729,968	\$0
Materials & Supplies	\$16,050	\$0	\$6,700	\$0
Internal Services	\$96,050	\$0	\$80,144	\$0
Total GF/non-GF:	\$902,785	\$0	\$816,812	\$0
Program Total:	\$902,785		\$816,812	
Program FTE	9.00	0.00	8.00	0.00
Program Revenues				
Fees, Permits & Charges	\$617,796	\$0	\$512,858	\$0
Total Revenue:	\$617,796	\$0	\$512,858	\$0

Explanation of Revenues

Costs of the Administrative Hub are allocated proportionately among users: the County's internal services and the departments of County Assets and County Management. The General Fund supports charges apportioned to DCM. Internal service charges recover the costs associated with support of the Facilities, Information Technology, Fleet, and Distribution Funds, and reimburse the General Fund for these services.

Significant Program Changes

Last year this program was: #78044, Administrative Hub: Finance & Administration

Lead Agency: County Assets

Program Contact: Mary Beth Allen

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The DCA Administrative Hub was created as part of Multnomah Evolves to eliminate duplication of services while providing administrative support to the Department of County Assets (DCA), the Department of County Management (DCM), and non-departmental entities. As one of three Administrative Hub service teams--along with budget, finance and planning, and contracts and procurement--human resources provides direct human resources, labor relations and related services to over 600 county employees. Human Resources team members provide guidance on managing both represented and unrepresented employees, in addition to providing direct human resources (HR) services such as recruitment, HRIS transaction data entry, and records management.

Program Description

This program provides a full range of HR services to 594 regular employees and 43 temporary and/or on-call employees. The roster of employees includes 374 members of AFSCME Local 88 as well as a significant number of unrepresented employees, including 78 executive employees, 67 management employees, 43 employees who serve as staff to elected officials, and six elected officials. In addition to AFSCME, IUOE Local 701 (engineers) and IBEW Local 48 (electrical workers) represent Hub employees.

Key program responsibilities include advising department directors, division managers and supervisors on the following:
 --the development and implementation of staffing and related plans (including reorganizations) that support organizational goals and objectives;
 --creating and/or revising position descriptions to align work tasks with the business needs of work units;
 --managing recruitments for open positions, including coordinating outreach activities, developing selection processes, evaluating online applications, scheduling interviews and scoring applicant tests;
 --performance management, including the timely and thorough completion of performance plans and appraisals; and
 --interpretation of the collective bargaining agreements, including sections related to work assignment and schedules and progressive discipline.

Other critical responsibilities include:

- serve as a resource for all DCA/DCM/non-departmental employees in connection with County policies, conflicts with supervisors or co-workers, training and career development, and other employee concerns;
- administer the County's pay and benefits programs, classification plans, collective bargaining agreements, personnel rules, and workers' compensation and safety programs in conjunction with the County's Central Human Resources Department and Risk Management Division;
- ensure compliance with all state and federal labor and employment laws, including those covering wage and hour, protected leaves, workers' compensation, and Equal Employment Opportunity; and
- administer and track state and federal family medical and other leaves in conjunction with the Benefits Division.

In addition, the Administrative Hub Human Resources Team's HR maintainers enter data for all personnel transactions related to the Hub's 600-plus employees and manage personnel files and other records. The Team also includes the fourth floor receptionist, who fields calls from the public and directs walk-in traffic, enters timesheet data for 300-plus employees who work in the Multnomah County headquarters building, and performs other administrative tasks.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of all recruitments conducted	107	80	80	80
Outcome	Newly hired employees who successfully complete probation	90.0%	0.0%	90.0%	92.0%
Output	Number of personnel transactions in SAP	1,842	1,800	1,800	1,800

Performance Measure - Description

Number of recruitments tracks those conducted for all departments/offices served by the Hub. Personnel transactions entered in SAP include all data pertinent to employee life cycle. The outcome (new this budget cycle; thus no purchase data for FY 12-13) tracks the number of new hires subject to a probationary period who successfully complete probation.

Legal/Contractual Obligation

County is subject to federal, state, and local laws and regulations covering all aspects of labor and employment law. Additionally, the County is covered by three collective bargaining agreements necessitating contract compliance, administration and interpretation.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,000,319	\$0	\$1,170,375	\$0
Contracts	\$0	\$0	\$10,000	\$0
Materials & Supplies	\$12,100	\$0	\$22,144	\$0
Internal Services	\$63,681	\$0	\$93,761	\$0
Total GF/non-GF:	\$1,076,100	\$0	\$1,296,280	\$0
Program Total:	\$1,076,100		\$1,296,280	
Program FTE	7.00	0.00	9.00	0.00
Program Revenues				
Fees, Permits & Charges	\$612,778	\$0	\$824,779	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$0
Total Revenue:	\$612,778	\$0	\$824,779	\$0

Explanation of Revenues

Costs for the Administrative Hub are allocated proportionately among the users: the County's internal services and the department of County Assets and County Management. The General Fund supports charges apportioned to DCM. Internal service charges recover the costs associated with support of the Facilities, Information Technology, Fleet, and Distribution Funds, and reimburse the General Fund for these services.

Significant Program Changes

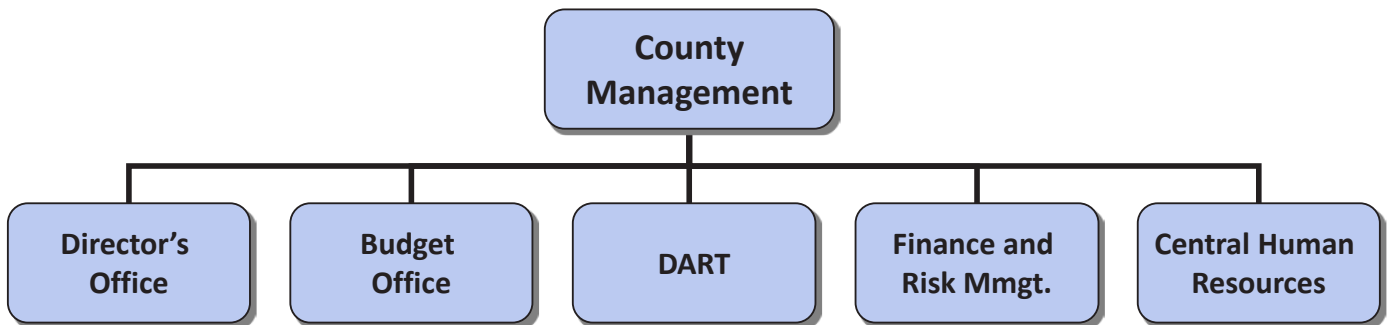
Last year this program was: #78045, Administrative Hub: Human Resources

Department Overview

The Department of County Management (DCM) provides corporate level management of the County's administrative infrastructure. DCM collects property and business income taxes, the two primary sources of General Fund revenue; pays the County's bills; develops and implements policies and programs for effective human resources management; and ensures that all financial-related activities meet generally accepted accounting principles.

DCM acts as the County's primary compliance officer for regulations, requirements and policies pertaining to administrative infrastructure and programs.

In addition to providing administrative services to Departments, DCM supports the Chair and elected officials by providing strategic leadership and objective policy analysis and makes recommendations for the ongoing development of County programs and initiatives. DCM provides analysis and forecasting to the Chair and Board in areas including the County's economic future, revenue enhancement, and labor and employee relations.



Budget Overview

The Department of County Management’s budget is \$129.1 million and has 235.60 FTE in all funds. This is an increase of \$1.4 million or under 1.1% over the FY 2013 adopted budget. Budgeted positions increased by 5.80 FTE.

The General Fund budget increases by \$2 million (7%) to \$31.4 million. Other funds decrease by \$586,000. The largest category of expenditures is in materials and supplies at \$96.7 million. This is mostly budgeted in the Risk Fund for medical and dental insurance costs.

The budget includes the following innovative/new programs:

- 72000B - Administrative Support - \$136,682 - 1.00 FTE.
- 72007B - Payroll/Retirement Services Support - \$31,454 - 0.50 FTE.
- 72009B - Worker’ Compensation/Safety - \$124,965 - 1.00 FTE.
- 72017B - Increase Capacity Countywide Training and Organizational Development - \$134,499 - 1.00 FTE.

The following programs are partially or completely funded on a one-time-only basis:

- 72025B - Assessment, Recording and Taxation County Clerk - \$361,000 remaining unspent restricted revenues to convert documents to digital format.
- 72008 - FRM Treasury and Tax Administration - \$200,000 of this program that is for business income tax collection is funded on a one-time-only basis.

Budget Trends*	FY 2012	FY 2013	FY 2013	FY 2014	Difference
	Actual	Current Estimate	Adopted Budget	Adopted Budget	
Staffing FTE	227.24	229.80	229.80	235.60	5.80
Personnel Services	\$21,963,999	\$23,727,869	\$23,764,376	\$25,776,068	\$2,011,692
Contractual Services	3,478,242	4,321,433	6,439,750	6,626,036	186,286
Materials & Supplies	80,779,147	81,336,735	97,523,433	96,711,284	(812,149)
Capital Outlay	20,588	0	8,000	8,000	0
Total Costs	\$106,241,976	\$109,386,037	\$127,735,559	\$129,121,388	\$1,385,829

*Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

FY 2013 budget reductions presented numerous challenges. In order to maintain the highest possible level of support to the administrative infrastructure and preserve the County's compliance with external regulatory requirements, DCM reviewed areas for process efficiency. Particular successes were achieved in the following areas:

Central Human Resources - Established countywide HIPAA Privacy Program; expanded Wellness Program; completed Strategic Planning process; settled five labor agreements, new prescription administration vendor saving \$210K and contributing to a 0% cost increase on health insurance premiums for self-insured medical plans.

DART - Implemented a new property tax payment processing system providing operational efficiencies, improved reporting, infrastructure for county-wide utilization, and cost savings to the County of \$60,000 annually.

Budget - Implementation of Qwestica's Team Budget software for the FY 2015 budget cycle. The new budget system will replace the fragmented applications and tools currently used to manage the annual budgeting process with a single integrated application.

Finance - Invested \$5.4 million in 22 community banks throughout the state of Oregon through the Community Advantage Banking program.

Finance - Structured and executed a \$128 million full faith and credit bond sale to support replacement of the Sellwood Bridge, provided sufficient funding to complete the project while saving an estimated \$20 - \$25 million over the life of the bonds.

DCM faces a number of opportunities and challenges in the coming years:

Central Human Resources - managing the impact of healthcare reform; secure resources to automate processes and expand employee development; bargain seven labor agreements.

DART - Implementation of the new Property Tax and Assessment System. Implementation of new digital Public Research Room for access to County Clerk records.

Finance - SAP support and the ability to leverage technology to implement best practices and standardize business processes across the County.

All DCM - Succession planning and how to adapt business needs to a changing workforce.

Diversity and Equity

County Management promotes diversity and equity across the organization enabling DCM to better meet its goals for employee inclusion, commitment and job satisfaction. DCM also promotes these principles externally when engaging with vendors and community partners to leverage the County's resources, reduce environmental impacts of operations and promote fiscal responsibility, social equity and community and environmental stewardship for a more responsive government.

- DCM maintains County Personnel Rules reflecting the County's commitment to recruitment and hiring practices without regard to race, religion, color, national origin, sex, age, marital status, physical or mental disability, political affiliations, sexual orientation, gender identity, source of income, familial status or any other non-job related criterion.
- Labor Relations ensures provisions of labor agreements and personnel rules are applied equally to all employees.
- Employment outreach through regularly scheduled print/online advertising and weekly job announcements to over 70 employment partners and at regularly scheduled job fairs focused on women, minority, youth and Veteran communities.
- Offered to all DCM employees two Building Partnerships Across Differences workshops in Communication Styles and Cultural Values.
- Encouraged employees to participate in County sponsored diversity efforts including the Regional Government Diversity Conference.
- Human Resources worked with the Office of Diversity and Equity to develop New Employee training that has an increased emphasis on the County's commitment to diversity.

Budget by Division

Division Name	FY 2014 General Fund	Other Funds	Total Division Cost	Total FTE
DCM Director's Office	\$627,656	\$0	\$627,656	3.00
Budget Office	1,537,560	0	1,537,560	10.00
Finance and Risk Management	7,614,378	7,914,965	15,529,343	57.50
Central Human Resources	3,703,552	86,323,337	90,026,889	34.60
Division of Assessment, Recording and Taxation (DART)	<u>17,958,065</u>	<u>3,441,875</u>	<u>21,399,940</u>	<u>130.50</u>
Total County Management	\$31,441,211	\$97,680,177	\$129,121,388	235.60

Director's Office

The Director's Office for the Department of County Management is responsible for the administrative infrastructure and financial health for the overall County organization. The Director's office develops and presents policy analysis and provides corporate leadership in the areas of finance and risk management, human resources, and administration.

The Director's Office works with DCM divisions, elected officials and staff, and departments to establish priorities and guidelines to assure policies and operations are aligned with priorities. The Director's Office provides project management and direction for countywide projects identified and prioritized by the Chair's Office, and works with elected officials and departments on infrastructure policy and delivery for the entire County.

Significant Changes

Program 72000B - Administrative Support is a new program that provides administrative, analytical and emerging issues support to the Director's Office and the department leadership team.

Budget Office

The Budget Office guides the development of the County's Budget Process, prepares the annual budget and supports the Chair and the Board of County Commissioners in their budgeting decisions by helping align the County's annual spending plan with their priorities. It also serves as a liaison between departments, elected officials and the community in communicating policy direction and program priorities, coordinating strategic planning and providing technical expertise, training, program and management analysis.

The Budget Office leads the countywide budget process, evaluates County policies and operations, and recommends redirection of policy and/or resources.

The Budget Office prepares and presents the following:

- Prepares the annual budget, budget in brief and associated documents;
- Financial forecasting and budget projections;
- Ad Hoc analysis for County Management and the Chair's Office; and
- Monthly expenditure and revenue monitoring.

Staff also assist departments by providing information and training on financial management, planning, budgets, and expenditure and revenue forecasting. Budget staff serve on countywide task forces related to budget, finance and other fiscal matters; identify and resolve financial problems; and support County Labor Relations in collective bargaining research and detailed cost analysis.

Significant Changes

The Budget Office is implementing Questica's Team Budget software for the FY 2015 budget cycle. The new budget system will replace the fragmented applications and tools that are currently used to manage the annual budgeting process with a single integrated application. The new budget system meets Central Budget Office requirements and will provide departments with both tools for developing annual budgets and the ability to extract budget data for ongoing analysis.

Finance and Risk Management

The Finance and Risk Management Division provides a wide variety of services to ensure the County's financial transactions are managed in a timely and accurate manner.

The division pays the County's bills, maintains and records accounting transactions, manages cash and investments, issues payroll checks, and manages the contracting process. Risk Management negotiates insurance coverage for the County's buildings, manages claims associated with work related injuries, consults on workplace safety and health, and manages claims for the County's self-insured liability program.

Finance and Risk Management is responsible for preparing the County's Comprehensive Annual Financial Report (CAFR). The CAFR has been awarded the Government Finance Officers of America (GFOA) award for distinguished reporting in each of the past 27 years. Staff members in the division serve in leadership positions on statewide professional organizations and advisory boards. This serves as recognition by our peers of the ways Finance and Risk Management programs strive for innovative solutions.

The division constantly seeks ways in which efficiencies can be implemented to improve the processing of financial transactions.

Significant Changes

Two new programs are funded

- 72007B - Payroll/Retirement Services Support - \$31,454 - 0.50 FTE. This program provides administrative support so that additional training can be provided to timekeepers, supervisors and managers.
- 72009B - Worker' Compensation/Safety - \$124,965 - 1.00 FTE. This program increases the ability to meet legal and financial objectives related to loss prevention.

Central Human Resources

The Central Human Resources Division is driven by the division Strategic Plan Mission, "Through leadership and collaborative partnerships, we foster organizational excellence, ensure equity and provide strategic human resources services to attract, develop, and sustain a diverse and talented workforce."

The Central Human Resources Division provides strategic leadership, recommends policy, develops human resource systems, and partners with the department HR units to guide consistent, efficient and cost effective HR processes and practices necessary to achieve results across the organization. The HR Director ensures HR processes are aligned with county-wide goals and oversees evaluation of HR contributions to organizational effectiveness. Central Human Resources manages the following services and systems to support employees, managers and the business needs of the County.

- Collective bargaining and labor contract interpretation
- Personnel rules and County HR policy development and interpretation
- Job classification & compensation plans
- Countywide training and organizational development
- HR process monitoring and evaluation
- Recruitment and retention systems and processes
- Employee Benefits and Wellness programs
- Privacy Officer program for HIPAA and Privacy Rule compliance.

Significant Changes

The Chair's Wellness Initiative was created in 2012 to promote a healthier workforce, retirees and their family members. The Wellness Program was expanded by 2.00 FTE in FY 2013 to increase capacity needed to effectively implement recommendations to impact workplace culture. An HR Manager 1 and an HR Tech were added to the program and both positions are within the Risk Fund.

Program redesign in Central HR Services re-prioritizes resources to expand support for county wide workforce development and succession planning, while maintaining current service levels in other areas. An HR Analyst Sr. is reduced by 0.50 FTE and a 0.60 FTE HR Tech is added within department General Fund constraint.

Division of Assessment, Recording and Taxation (DART)

The Division of Assessment, Recording and Taxation (DART) collects and distributes over \$1.2 billion in annual property taxes while ensuring that all property is valued and taxed fairly and accurately. Over 25% of all dollars collected go into Multnomah County's general fund. DART performs the statutorily required functions of Tax Assessor, Tax Collector and certain County Clerk functions including Recording, Marriage Licenses, Domestic Partnership Registrations, Passports, Tax Title, and the Board of Property Tax Appeals.

DART collaborates with stakeholders to address the evolving needs of the Multnomah County community, to meet mandated functions, and to provide leadership to improve the efficiency of the statewide property tax system. The Division provides proactive and judicious stewardship of public resources through its efficient and cost effective management.

DART maintains over 340,000 property tax accounts, calculates tax levies, certifies the tax roll for collection, and distributes property taxes to over 60 taxing districts. The Division provides responsive customer service as we record over 160,000 documents annually, maintain ownership records and property descriptions, issue over 6,500 marriage licenses and domestic partnership registrations, respond to 90,000 phone calls and serve 30,000 walk-in customers.

Significant Changes

In FY 2013, DART completed the project to combine direct customer service functions into one comprehensive service area, promoting efficiencies, reducing costs, and improving DART's customer service model. DART's records research area was relocated to the new service area. A long-term project to provide an online public research room continues in FY 2014. Digitization of historic public records, a web-based search tool, and image availability via an existing County Clerk System provide easily accessible digital records. These changes also result in ongoing savings due to reduced space and equipment requirements.

In FY 2013, DART implemented a new tax payment processing system which is estimated to save the County nearly \$60,000 annually beginning in FY 2014, due to reductions in software and hardware maintenance.

DART continues to evolve and embrace operational efficiencies realized from consolidation of direct services, a new payment processing system, online access to records, and full implementation of process changes resulting from the Assessment and Taxation system upgrade, estimated to go live in January 2014.

Department of County Management

The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
DCM Director's Office					
72000A	DCM Director's Office	\$488,974	\$0	\$488,974	2.00
72000B	Administrative Support	138,682	0	138,682	1.00
Budget Office					
72001	Budget Office	1,537,560	0	1,537,560	10.00
Finance and Risk Management					
72002	FRM Accounts Payable	674,790	0	674,790	6.60
72003	FRM Chief Financial Officer	1,372,619	178,327	1,550,946	2.95
72004	FRM General Ledger	1,048,541	0	1,048,541	10.00
72005	FRM Purchasing	1,992,058	0	1,992,058	18.00
72006	FRM Property & Liability Risk Mgmt	0	2,779,352	2,779,352	1.00
72007A	FRM Payroll/Retirement Svcs	815,720	0	815,720	7.45
72007B	Payroll/Retirement Svcs Support	31,454	0	31,454	0.50
72008	FRM Treasury and Tax Administration	1,679,196	0	1,679,196	4.00
72009A	FRM Worker's Compensations /Safety & Health	0	4,730,161	4,730,161	6.00
72009B	FRM Workers' Comp/Safety	0	124,965	124,965	1.00
72010	FRM Recreation Fund Payment to Metro	0	102,160	102,160	0.00
Central Human Resources					
72016	Central HR Administration	795,019	221,974	1,016,993	4.63
72017A	Central HR Services	1,799,978	0	1,799,978	9.60
72017B	Increase Capacity Countywide Training and Organizational Development	134,499	0	134,499	1.00
72018	Central HR Labor Relations	974,056	50,892	1,024,948	5.85
72019	Central HR Unemployment	0	1,553,251	1,553,251	0.15
72020	Central HR Employee Benefits	0	84,497,220	84,497,220	13.37

County Management

fy2014 adopted budget

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Division of Assessment, Recording and Taxation (DART)					
72023	Div of Assessment, Recording & Taxation Administration	870,320	0	870,320	5.00
72024	DART Customer Service	986,166	0	986,166	9.30
72025A	DART County Clerk Functions	1,417,482	0	1,417,482	12.00
72025B	DART County Clerk	361,000	0	361,000	0.00
72026	DART Ownership	415,230	0	415,230	4.20
72027	DART Tax Revenue Management	1,720,195	0	1,720,195	11.50
72028	DART GIS & Parcel Management	529,367	0	529,367	4.15
72029	DART Assessment Performance Analysis	414,104	0	414,104	3.15
72030	DART Property Assessment Special Programs	1,309,845	0	1,309,845	11.30
72031	DART Personal Property Assessment	1,344,821	0	1,344,821	10.70
72032	DART Property Assessment Industrial	946,319	0	946,319	7.55
72033	DART Commercial Property Appraisal	1,855,667	0	1,855,667	14.40
72034	DART Residential Property Appraisal	3,654,500	0	3,654,500	29.35
72035	DART Assessment & Taxation System Upgrade	0	3,441,875	3,441,875	0.00
72037	DART Applications Support	1,401,849	0	1,401,849	6.70
72038	DART Tax Title	731,200	0	731,200	1.20
Total County Management		\$31,441,211	\$97,680,177	\$129,121,388	235.60

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Lead Agency: County Management

Program Contact: Joanne Fuller

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Director's Office manages the administrative infrastructure and financial health of the entire county and sets administrative policy. The areas of responsibility with county-wide implications include Budget, Finance, Property Assessments & Recording, Tax Collections and Human Resources.

Program Description

The Director develops and presents administrative, financial, human resource and infrastructure guidelines and policy to executive level staff, County Chair, Chief Operating Officer and board of County Commissioners (BCC). The Director works with DCM Division Managers, Chair, BCC and departments to establish priorities and guidelines and ensure policies are aligned with these priorities. The Director works with Department and Human Resource personnel to recruit, train and retain a high quality diverse work force; provides project management for county-wide projects identified by the Chair's Office; and works with Board, the Department of County Assets (DCA) and other departments on the funding policies involving the physical infrastructure of the County.

DCM has embraced the electronic alternative to printing mandated or informational documents such as the Comprehensive Annual Financial Report, the annual Budget or the Risk Management Annual Report, to name a few. This along with the efforts to reduce general paper consumption contributes to the Climate Action Plan, Local Govt Operations section, item 18-8 related to reduction of waste. DCM has also made great strides in its use of electronic payment processing and paperless employee applications.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Each Supervisee will complete a minimum of 8 training and development hours.	8	8	8	8
Outcome	Supervisors and employees discuss how to meet training needs of the employee.	100.0%	100.0%	100.0%	100.0%
Output		0	0	0	0

Performance Measure - Description

These performance measures align with the goals in the Administrative Review report. Discussing how to meet the training needs of employees helps supervisors identify appropriate training opportunities. We expect this this discussion will take place during the performance review process and/or the stay interview. The selection of a minimum of 8 training and development hours is fairly low, and it is assumed that most if not all employees will meet this minimum threshold through a combination of training sessions and development components of internal meetings.

Providing employees with training and development opportunities allows them to enhance their demonstrated skills and improve in areas where needed. It also increases productivity. The maximization of employee performance is a principal contributor to organizational success.

DCM has five divisions: Director, Budget, DART, Central Human Resources and Finance and Risk Management

Legal/Contractual Obligation

ORS 208, 238, 288, 294, 295, 310 and many other Oregon Revised Statutes, Multnomah County Code, Chapters 7, 9, 11 and 12 and County Charter requires the county to maintain appropriate personnel, infrastructure, taxation and financial system operations.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$366,677	\$0	\$392,895	\$0
Contracts	\$50,480	\$0	\$58,000	\$0
Materials & Supplies	\$8,163	\$0	\$8,263	\$0
Internal Services	\$25,170	\$0	\$29,816	\$0
Total GF/non-GF:	\$450,490	\$0	\$488,974	\$0
Program Total:	\$450,490		\$488,974	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is supported exclusively by General Fund revenues.

Significant Program Changes

Last year this program was: #72000, DCM Director's Office

Lead Agency: County Management
Program Offer Type: Innovative/New Program
Related Programs:
Program Characteristics:

Program Contact: Joanne Fuller

Executive Summary

The Department of County Management (DCM) Administrative Support program provides administrative, analytical and emerging issues support to the Director's Office and the department leadership team. This function is engaged in a complex array of program and fiscal activities affecting all DCM divisions while providing county-wide financial analyses, allowing DCM program leadership to remain focused on delivering their core services.

Program Description

The establishment of this program aligns DCM with administrative support programs in other departments allowing core service delivery programs to better utilize their resources. Administrative Support provides reliable information for decision making while improving and reporting results to department leadership team. Administrative Support reports to the DCM Director and supports the administrative and operational needs of the department by providing budget, financial and general administrative support to better comply with relevant regulatory standards and with County Administrative Procedures, policies and best practices. Services include coordination, analysis and monitoring of a complex budget as well as other department-wide administrative functions including but not limited to strategic planning, span of control analyses, fee and policy review, and financial and program analytics. These functions are not typically supported by the Administrative Services Hub. This functional area will also represent the department on several county-wide workgroups and committees including Continuity of Operations planning and County Operating Council.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percentage of projects completed on time	0.0%	0.0%	0.0%	100.0%
Outcome	Annual satisfaction rating by department leadership (1Low-10High)	0	0	0	8

Performance Measure - Description

Department leadership satisfaction rating will meet or exceed 8 based on a 1-10 scale.

Legal/Contractual Obligation

ORS 208, 238, 288, 294, 295, 310 and many other Oregon Revised Statutes, Multnomah County Code, Chapters 7, 9, 11 and 12 and County Charter requires the county to maintain appropriate personnel, infrastructure, taxation and financial system operations.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$114,988	\$0
Materials & Supplies	\$0	\$0	\$3,415	\$0
Internal Services	\$0	\$0	\$20,279	\$0
Total GF/non-GF:	\$0	\$0	\$138,682	\$0
Program Total:	\$0		\$138,682	
Program FTE	0.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This program offer is entirely supported by County General Funds

Significant Program Changes

Last year this program was:

This is a new program offer. This program function was formerly budgeted in the Director's Office in previous years but the activities were suspended when the Business Services functions, funding and staff were moved to the newly established DCA Administrative Service Hub. These are not considered Hub activities. Since then, the budget has been constrained and these functions have been unfulfilled creating a operations risk to department.

Lead Agency: County Management

Program Contact: Karyne Kieta

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Budget Office guides the development of the County's Budget Process, prepares the annual budget and supports the Chair and the Board of County Commissioners with their budgeting decisions by helping align the County's annual spending plan with the priorities. It also serves as a liaison between departments, elected officials and the community in communicating policy direction and program priorities, coordinating strategic planning and providing technical expertise, training, program and management analysis.

Program Description

The Budget Office leads the countywide budget process, evaluates County policies and operations, and recommends redirection of policy and/or resources.

The Budget Office does the following:

- Prepares the annual budget, budget in brief and associated documents;
- Financial forecasting and budget revenue/expenditure projections;
- Ad hoc analysis for County Management and the Chair's Office; and
- Cost control analyses;
- Prepares the supplemental budget; and
- Maintains the legal budget throughout the course of the year.

Staff also assist departments in measuring performance of County programs; providing information and training on financial management, planning, budgets, and expenditure and revenue forecasting.

Budget staff serve on countywide task forces related to budget, finance and other fiscal matters; identify and resolve financial problems; and support County Labor Relations in collective bargaining research and detailed cost analysis.

The Budget Office is implementing Questica's Team Budget software for the FY 2015 budget cycle. The overall goal of the new budget system is to replace the current set of fragmented applications and tools that are used to manage the annual budgeting process with a single integrated application. The new budget system meets Central Budget Office requirements and will provide departments with both tools for developing annual budgets and the ability to extract budget data for ongoing analysis.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of budget modifications processed (includes internal)	175	160	150	150
Outcome	% of budget modifications entered into SAP within 4 weeks of Board approval	91.0%	85.0%	85.0%	85.0%
Quality	Percent error in General Fund Revenue Forecast	0.5%	2.0%	0.8%	2.0%
Quality	% of customers satisfied with the Budget Office staff performance*	93.8%	90.0%	94.7%	95.0%

Performance Measure - Description

*Because the budget process ends prior to the beginning of the fiscal year the FY 2013 estimate is the "actual" customer satisfaction rating.

Legal/Contractual Obligation

The Budget Office is not mandated, but the County is subject to Oregon Budget Law, ORS Chapter 294 & sections of ORS Chapters 280 & 310 related to filing and ballot title wording. The office is responsible for producing a financially sound budget that complies with the law and communicating the outcome from public funds entrusted to the County.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,225,169	\$0	\$1,325,959	\$0
Contracts	\$2,291	\$0	\$0	\$0
Materials & Supplies	\$51,675	\$0	\$56,240	\$0
Internal Services	\$155,823	\$0	\$155,361	\$0
Total GF/non-GF:	\$1,434,958	\$0	\$1,537,560	\$0
Program Total:	\$1,434,958		\$1,537,560	
Program FTE	10.00	0.00	10.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is supported exclusively by General Fund revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72001A, Budget Office

This program offer also includes Program Offer 72001B 1.00 DCM Nonrepresented Research and Evaluation Sr. that serves as a shared Department of County Management resource for the Director's Office, Budget Office, Central Human Resources and the Finance and Risk Management Divisions.

Analytical capacity leads to increased data-based decision making, improves identification and analysis of emerging issues, increases research and reporting capabilities and supports performance review of the County's administrative infrastructure.

Lead Agency: County Management

Program Contact: Mike Waddell

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Central Accounts Payable (AP) supports County programs in the areas of vendor payment processing, auditing & data integrity, travel & training audits, procurement card administration, vendor master records management and County Administrative Procedures compliance monitoring.

Program Description

AP processes approximately 127,000 vendor invoice payments and refunds annually; this includes check payments, electronic payments and intergovernmental funds transfers. AP administers the procurement and travel card programs and facilitates the establishment and monitoring of petty cash accounts countywide; furthermore, it coordinates the fiscal year-end expenditure accruals; conducts internal audits of AP functions ensuring that vendor payments are paid in an accurate and timely manner and are compliant with applicable internal controls, administrative procedures and government accounting practices; AP coordinates/prepares documentation for external audits and is responsible for maintaining accurate vendor records for payment and tax reporting purposes. AP also establishes and communicates clear and uniform county administrative practices and procedures related to AP functions. In addition, AP provides one-on-one technical assistance/training and also hosts information forums and periodic finance related user-group meetings for the purpose of best practice updates, group training, and peer/professional support ultimately contributing to staff competencies.

AP prides itself on fostering continuous process improvement by exploring/adopting AP best practices while leveraging technology to evolve the payables function from a paper intensive process to a more sustainable, electronic process. This single objective has reduced the cost of government—providing operating efficiencies while maintaining internal controls and supporting Climate Action Plan (Action Area 18-8).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Invoice Payments Processed	123,045	155,000	127,761	128,845
Outcome	Percent of Invoices Paid on Time within std NET30	85.9%	96.0%	88.5%	89.0%
Outcome	Percent of Total Payments that are Electronic	52.1%	45.0%	58.9%	60.0%
Outcome	Procurement Card Program Rebates	150,715	145,000	133,000	145,000

Performance Measure - Description

Invoice payments processed increased from previous year actual and estimated volume due to popularity of electronic payments which are processed daily as compared to weekly check payment processing. Current Year Purchased was too optimistic.

Electronic Payments as a percentage of total payments. Electronic or paperless payments are made via ACH (Automated Clearing House), wire transfer, government funds transfer or credit card purchase--growth correlates with popularity and more cost effective electronic payment methods for vendors and County alike.

Procurement Card Rebates are directly associated with the total amount spent in the P-Card system; current year purchased was based on optimistic sales via the new Multco Marketplace. Previous year actual included one-time incentive bonus from Bank of America for sales growth in excess of previous year.

Legal/Contractual Obligation

Tax Information Returns (ie. 1099 MISC, 1099 INT, etc) are mandated by the Internal Revenue Service code as described in Sections 1.6001-1 through 1.6091-4. Failure to comply would result in the County being assessed penalties and fines.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$624,451	\$0	\$664,050	\$0
Materials & Supplies	\$9,000	\$0	\$10,740	\$0
Total GF/non-GF:	\$633,451	\$0	\$674,790	\$0
Program Total:	\$633,451		\$674,790	
Program FTE	6.60	0.00	6.60	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$180	\$0
Other / Miscellaneous	\$145,000	\$0	\$145,000	\$0
Total Revenue:	\$145,000	\$0	\$145,180	\$0

Explanation of Revenues

This program is supported by General Fund revenues. Rebates are the only Central Accounts Payable revenue. Rebates received from U.S. Bank and Bank of America are based on the level of annual spending in each of the banks' credit card programs. The majority is from Bank of America's procurement card program; rebates from BOA are generally 1.2% of total value of transactions processed. Multnomah County is part of the Bank of America Procurement Card Consortium of local governments which, as a group, has leveraged competitive rebate terms.

Significant Program Changes

Last year this program was: #72002, FRM Accounts Payable

Lead Agency: County Management

Program Contact: Mark Campbell

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Chief Financial Officer manages the financial health of the entire county and sets administrative policy related to financial management. Direct responsibilities include Accounts Payable, General Ledger, Risk Management, Retirement Programs, Tax Administration, Central Purchasing and Treasury.

Program Description

The CFO develops and presents financial guidelines and policy to executive level staff, the County Chair's Office, and Board of County Commissioners (BCC). The CFO presents recommendations related to public financial policy to these groups as well as CEOs and CFOs of other jurisdictions. The CFO interacts with the Oregon legislature, the general public, and the business community in assessing the potential impact of changes in financial policy. The CFO also develops and/or suggests financing alternatives to executive level staff and jurisdiction partners.

The CFO monitors the Public Employees Retirement System (PERS), works with partner jurisdictions to develop and present legislative policy. This involves communication with the BCC, the Oregon Legislature and/or PERS Board and labor groups. The CFO works with the Budget Office, the Chair's Office, the BCC and County departments to establish priorities and guidelines and assure policies are aligned with these priorities. The CFO works with finance sections, DCM divisions, and department stakeholders on all administrative policies and procedures.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Comprehensive Annual Financial Report is issued according to legal requirements	1	1	1	1
Outcome	Maintain County's high bond rating of Aaa	1	1	1	1

Performance Measure - Description

Output: The Comprehensive Annual Financial Report is a primary product of the Finance Division. Statutes require that it is issued within six months of the close the fiscal year.
1=achieved; 0=not achieved.

Outcome: County maintains highest bond rating of Aaa on general obligation debt. This rating is achieved by continuing to demonstrate prudent financial management.
1=achieved; 0=not achieved.

Legal/Contractual Obligation

ORS 208, 288,294,295, 310 and many other Oregon Revised Statutes, Multnomah County Code, Chapters 7, 9,11 and 12 and County Charter requires the County to maintain appropriate personnel, infrastructure, taxation and financial system operations.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$351,312	\$39,510	\$400,344	\$43,720
Contracts	\$165,690	\$0	\$50,000	\$0
Materials & Supplies	\$15,695	\$0	\$109,558	\$1,500
Internal Services	\$714,725	\$102,486	\$812,717	\$133,107
Total GF/non-GF:	\$1,247,422	\$141,996	\$1,372,619	\$178,327
Program Total:	\$1,389,418		\$1,550,946	
Program FTE	2.70	0.20	2.75	0.20
Program Revenues				
Fees, Permits & Charges	\$0	\$141,996	\$0	\$178,327
Total Revenue:	\$0	\$141,996	\$0	\$178,327

Explanation of Revenues

This program is supported by General Fund and Risk Fund revenues.

Significant Program Changes

Last year this program was: #72004, FRM Chief Financial Officer

Lead Agency: County Management

Program Contact: Cara Fitzpatrick

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The General Ledger (GL) program manages central financial accounting and reporting, including the annual external financial audit, audit of the County's expenditures of Federal awards, the indirect cost allocation plan, contract fiscal compliance over grants as well as general accounting support and assistance countywide.

Program Description

The GL program supports and monitors the County's financial accounting activity by performing corporate level accounting functions, including account reconciliations, review / approval of accounting transactions and preparing required financial reports.

The primary product is the County's Comprehensive Annual Financial Report (CAFR), which includes all activities associated with the required annual external financial audits. The CAFR earns the Government Finance Officer's Association (GFOA) award annually for excellence in financial reporting. This award indicates management has prepared financials meeting the reporting standards and requirements noted by GFOA. Approximately 3% of government entities in the US receive this award annually.

The program's fiscal compliance (FC) unit performs site reviews and financial statement analyses on County human service contracts in order to maintain compliance with Federal, State and County laws and regulations and to provide fiscal oversight of contracted programs. GL also prepares the County's cost allocation plans needed to recover central and departmental overhead and administrative indirect costs from external revenue sources. Maintaining internal controls and the chart of accounts are also performed by GL. Climate Action Plan (18-8) - electronic financial statement reporting for the CAFR on the Commons and internet supports Countywide initiatives for paper/waste reduction.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	# of properly stated balance sheet accounts per review of external auditors	298	298	300	300
Outcome	% of properly stated balance sheet accounts per review of external auditors	100.0%	100.0%	100.0%	100.0%
Outcome	% of total pass-through dollars actively monitored by Fiscal Compliance	66.0%	70.0%	65.0%	70.0%
Outcome	% of external auditor recommendations successfully implemented in a fiscal year	60.0%	80.0%	70.0%	75.0%

Performance Measure - Description

Output: In the County's external financial audit, the auditors will analyze and audit our balance sheet accounts. Fewer balance sheet accounts identified with misstatements will indicate a high degree of accuracy in the financial statements.

Outcome: In the annual external audit, the auditors review and analyze the general ledger. A higher % of accurately stated accounts indicates fewer misstatements in the County's financial statements and related documents.

Outcome: FC unit performs financial monitoring of County funded human service (HS) providers. Monitoring includes Federal, State, County and other funds recorded in the pass-through/program support GL account. A higher percentage monitored indicates greater coverage which results in a decrease in County financial risk as it relates to HS providers.

Outcome: In the County's external financial audit, the auditors provide a list of recommendations to management on areas noted for improvement. A high percent of auditor recommendations successfully addressed indicates a improved/strengthened internal controls and management review over the County's financial data and operations.

Legal/Contractual Obligation

Oregon Revised Statutes(ORS), Ch. 297~Audits of Public Funds and Financial Records requires governments to have an external audit and submitted to the Secretary of State - Audits Division. The Office of Management and Budget(OMB)Circular A-133 (Audits of States, Local Governments & Non-Profit Organizations) requires entities expending Federal funds over \$500,000 in a fiscal year to have a single audit of Federal awards. Also per A-133, Federal funds that are passed on to other organizations (such as non-profits) must perform subrecipient monitoring on those contracts funded with passthrough dollars. OMB A-87 (Cost Principles for State, Local & Indian Tribal Governments) requires organizations to publish an approved indirect cost allocation plan for any indirect or administrative costs allocated to Federal awards.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$951,447	\$0	\$1,026,941	\$0
Contracts	\$1,100	\$0	\$1,000	\$0
Materials & Supplies	\$22,800	\$0	\$20,600	\$0
Total GF/non-GF:	\$975,347	\$0	\$1,048,541	\$0
Program Total:	\$975,347		\$1,048,541	
Program FTE	9.80	0.00	10.00	0.00
Program Revenues				
Intergovernmental	\$15,000	\$0	\$15,000	\$0
Total Revenue:	\$15,000	\$0	\$15,000	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

External revenue is received from Service Districts (Dunthorpe-Riverdale and Mid County Street Lighting) as reimbursement for accounting services provided to each Service District.

Significant Program Changes

Last year this program was: #72005, FRM General Ledger

Lead Agency: County Management

Program Contact: Brian Smith

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics: Climate Action Plan

Executive Summary

Purchasing oversees the County's goods and services procurement activities and provides leadership, expertise, and training to employees who perform purchasing functions. Purchasing supports departments to procure products and services in human services, construction, materials, and both non-professional and professional services. Purchasing ensures appropriate and cost-efficient public procurement and contracting practices, including evaluating the economic, social and environmental impacts of purchases.

Program Description

Purchasing provides leadership, policy oversight and monitoring, contract procurement, compliance, staff training, support services and overall accountability for thousands of contracts and millions of dollars awarded each year.

Key efforts include: (1) safeguard the County from potential contractual risk and liability exposure; (2) ensure products and services are purchased in accordance with federal and state laws, procedures and regulations including County Administrative Procedures and rules established by Multnomah County's Public Contract Review Board (PCRB); (3) review and approve contract documents, review and approve contract changes and/or amendments and maintain official contract records; (4) research, analyze, recommend, and implement best practices; (5) provide on-going guidance, support, training, and consulting to departments and employees; (6) track, monitor, analyze and annually report on contract data and performance measures; (7) maximize efforts to include and ensure participation of Minority, Women and Emerging Small Businesses (MWESB) and Qualified Rehabilitation Facilities (QRF); (8) participate in community events, meetings and conduct outreach to the MWESB vendor community, and (9) develop and implement sustainable purchasing policies, procedures and training.

CAP: 18-9 All Purchasing staff share in the education, training, and support of County staff to promote and support sustainable purchasing practices.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of contracts awarded to MWESB and QRF businesses	34.3%	35.0%	34.0%	35.0%
Outcome	Number of sustained protests on formal procurements	0	0	0	0
Output	Number of formal RFP and Bid solicitations issued	70	50	60	70
Output	Number of contracts processed	679	900	686	700

Performance Measure - Description

These are the same performance measures as in FY 2013. Purchasing manages formal Request For Proposal (RFP) and bid solicitations (i.e. >\$150,000) for the County because they represent the greatest risk in the County's purchasing activity.

Minimizing the number of sustained protests is an indicator of how well Purchasing is managing the risks associated with formal procurement processes. The output measure of the number of formal RFP and bid solicitations is a good indicator of the volume of formal procurements we conduct across all county departments.

Likewise, the number of contracts processed is a good indicator of the volume of contracts we review, process and store for county departments. We've seen a reduction in the number of contracts and amendments due to a push by the Department towards multi-year contracts.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) 279A, 279B, and 279C establish requirements affecting the County's procurement and contracting practices. The County establishes and implements Public Contract Review Board (PCRB) Rules and Administrative Procedures CON-1 and PUR-1 to define its procurement and contracting processes within the constraints of ORS requirements.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,773,469	\$0	\$1,865,452	\$0
Contracts	\$49,000	\$0	\$49,103	\$0
Materials & Supplies	\$78,910	\$0	\$77,503	\$0
Total GF/non-GF:	\$1,901,379	\$0	\$1,992,058	\$0
Program Total:	\$1,901,379		\$1,992,058	
Program FTE	18.00	0.00	18.00	0.00
Program Revenues				
Fees, Permits & Charges	\$2,000	\$0	\$2,000	\$0
Total Revenue:	\$2,000	\$0	\$2,000	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

External revenues are generated primarily when fees are collected for services performed in response to public records requests.

Significant Program Changes

Last year this program was: #72006, FRM Purchasing

Lead Agency: County Management

Program Contact: Helen Barkley

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Property & Liability Risk Program (P&LRP) manages the County's property and liability programs in accordance with all legal requirements and County policies/procedures. It focuses on County-wide risk exposures, liability/subrogation claims, insurance, loss control/prevention, and risk management. Our goal is to annually determine the County's "Cost of Risk", benchmark against other entities and continually improve our program by implementing best practices.

Program Description

The Property & Liability Risk Program (P&LRP) purchases property insurance, County vehicle/fleet coverage, marine coverage, crime coverage, excess liability, excess medical malpractice coverage, bonds, and other specialized insurance coverage for the County. The P&LRP recommends the types/limits of insurance for contracts, recommends the purchase of specialized insurance, and develops County-wide policies/procedures. The P&LRP designs and implements risk management strategies for the prevention of risk exposure and property and liability losses County-wide. This program adjusts property loss claims, and liability claims with a contracted adjuster and the County Attorney's Office. The County chooses to "self-insure" (retain a certain amount of financial exposure to loss and purchases property and excess liability coverage for large property and liability related claims). This controls the loss adjustment process, minimizes our "total cost of risk" (uninsured claims costs + insurance costs + administrative costs), and motivates internal loss control behavior. A department's internal property and liability rates are based on their past losses.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of policies for liability ins.,bond,crime coverages purchased/renewed	16	16	16	16
Outcome	Annual premium rate for liability ins/bond-cents per \$1,000 budget	2	2	2	2
Output	Annual number of property insurance policies	7	8	8	8
Outcome	Annual premium rate for property ins. coverage-cents per \$100 in property value	8	8	8	8

Performance Measure - Description

Output: Appropriate types of insurance coverage indicates strong safeguarding of the County's Assets.

Outcome: This year's average premium rate per \$1,000 in budget for self-insured Oregon public entities is once again 9 cents. The County's rate is consistent at 8 cents, indicating that the cost of the Liability Risk Program again this year is below the average premium rate for self-insured Oregon public entities.

Output: Number of property policies, 8, including Primary, Justice Center, Boiler & Machinery, Vehicle, Marine, Trrorism, Flood, and Earthquake coverage.

Legal/Contractual Obligation

The Property & Liability Risk Program is mandated by County Code 7.100-7.104. The County is required by the State to have specific insurance and bond coverage. The County is self-insured for liability in accordance with the provisions of the Oregon Tort Claims Act, ORS 30.270 and purchases Excess Liability insurance above the self-insured retention of \$1,000,000. The required Public Official Bonds, DEQ Bonds, and Pharmacy Bond are purchased in accordance with State requirements. The P&LRP manages the County's compliance with numerous OSHA requirements to promote employee safety, including driver's license validation and inspections by regulatory and insurance carrier representatives.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$161,862	\$0	\$139,928
Contracts	\$0	\$271,200	\$0	\$271,200
Materials & Supplies	\$0	\$5,250,071	\$0	\$2,368,224
Total GF/non-GF:	\$0	\$5,683,133	\$0	\$2,779,352
Program Total:	\$5,683,133		\$2,779,352	
Program FTE	0.00	1.00	0.00	1.00
Program Revenues				
Fees, Permits & Charges	\$0	\$5,663,133	\$0	\$2,774,352
Other / Miscellaneous	\$0	\$20,000	\$0	\$5,000
Total Revenue:	\$0	\$5,683,133	\$0	\$2,779,352

Explanation of Revenues

Departments are charged a risk property & liability rate based on claims experience and an actuarial valuation performed every three years. The Property & Liability Risk Program also receives subrogation money and reimbursement related to liability claims.

Significant Program Changes

Last year this program was: #72009, FRM Property & Liability Risk Mgmt

Lead Agency: County Management

Program Contact: Susie Cameron

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Central Payroll is responsible for paying the employees of Multnomah County, ensuring compliance with Federal, State, and local wage and hour laws, withholding and remitting employment taxes and other deductions, issuing wage and tax reporting statements and administering the pension and deferred compensation programs.

Program Description

Central Payroll produces 24 payrolls per year for all Multnomah County employees and is responsible for:

- Accurately withholding, reporting, and remitting employment taxes to Federal, State and Local taxing authorities;
- Reporting and remitting pension contributions to the Public Employees Retirement System;
- Administering the County's IRC §457 deferred compensation program;
- Ensuring that timekeeping and wage payments are done in compliance with Federal and State wage and hour laws, labor contracts, and County Administrative guidelines.
- Reconciles and remits mandated deductions for creditor garnishments, child support, bankruptcies, tax levies, and union dues.
- Reconciles and produces year-end tax statements for employees (W2's) and vendors (1099's) of Multnomah County following strict federal and state regulations.

Payroll protects County funds by ensuring that employment taxes, wage and tax statements, and pension payments are processed and remitted timely to avoid assessment of fines for noncompliance. This program contributes to the Climate Action Plan, Local Govt Operations section, item 18-8 related to reduction of waste by providing electronic disbursements of wages to employee's financial institutions and providing paperless notification of their deposits. Currently 97% of employees participate in direct deposit of funds and of those, 92% receive the notification of deposit via email.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average number of payments issued per period	6,737	6,800	6,730	6,700
Outcome	Percent issued without error	99.0%	99.0%	99.0%	99.0%
Output	Percent of employees participating in Deferred Comp	47.0%	48.0%	48.0%	50.0%

Performance Measure - Description

Output: Number of payments per pay period exceeds number of employees due to many employees having multiple direct deposits.

Output: The percent of employees participating in the deferred comp plan will measure the effectiveness and quality of the educational opportunities offered. The national average for participation is 29%.

Legal/Contractual Obligation

Wage payments are mandated by Federal & State wage and hour laws and by 10 union contracts. Withholding and remitting employment taxes is mandated by the Internal Revenue Service. Pension contributions are mandated by union contracts and the Oregon Revised Statutes. Failure to comply to the above laws and regulations could result in the County being assessed penalties and fines.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$730,595	\$0	\$765,841	\$0
Contracts	\$20,000	\$0	\$25,675	\$0
Materials & Supplies	\$26,405	\$0	\$24,204	\$0
Total GF/non-GF:	\$777,000	\$0	\$815,720	\$0
Program Total:	\$777,000		\$815,720	
Program FTE	7.50	0.00	7.45	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$2,400	\$0
Other / Miscellaneous	\$120,000	\$0	\$123,000	\$0
Total Revenue:	\$120,000	\$0	\$125,400	\$0

Explanation of Revenues

This program is supported by General Fund revenues. In addition, external revenue for the Deferred Compensation program is contractually negotiated with the County's deferred compensation provider through a revenue sharing agreement. All administrative costs associated with the program are paid for through the agreement. The revenue sharing enables the County to offer the program to employees at no cost to the county. The agreement is for \$120,000 first year (FY 2012) and CPI-U adjustment for years 2 through 5.

Significant Program Changes

Last year this program was: #72010, FRM Payroll/Retirement Svcs

Lead Agency: County Management

Program Contact: Susie Cameron

Program Offer Type: Innovative/New Program

Related Programs:

Program Characteristics:

Executive Summary

Central Payroll is responsible for paying the employees of Multnomah County, ensuring compliance with Federal, State, and local wage and hour laws, withholding and remitting employment taxes and other deductions, issuing wage and tax reporting statements and administering the pension and deferred compensation programs.

Program Description

This position will provide administrative support by filing, organizing and scanning documents. This will free up staff time to provide additional support for classroom training for timekeepers, supervisors, and managers. In addition this position would provide support to the Payroll Manager for routine task such as scheduling meetings, booking rooms for training, taking and distributing minutes and other tasks.

Central Payroll produces 24 payrolls per year for all Multnomah County employees and is responsible for:

- Accurately withholding, reporting, and remitting employment taxes to Federal, State and Local taxing authorities;
- Reporting and remitting pension contributions to the Public Employees Retirement System;
- Administering the County's IRC §457 deferred compensation program;
- Ensuring that timekeeping and wage payments are done in compliance with Federal and State wage and hour laws, labor contracts, and County Administrative guidelines.
- Reconciles and remits mandated deductions for creditor garnishments, child support, bankruptcies, tax levies, and union dues.
- Reconciles and produces year-end tax statements for employees (W2's) and vendors (1099's) of Multnomah County following strict federal and state regulations.

Payroll protects County funds by ensuring that employment taxes, wage and tax statements, and pension payments are processed and remitted timely to avoid assessment of fines for noncompliance. This program contributes to the Climate Action Plan, Local Govt Operations section, item 18-8 related to reduction of waste by providing electronic disbursements of wages to employee's financial institutions and providing paperless notification of their deposits. Currently 97% of employees participate in direct deposit of funds and of those, 92% receive the notification of deposit via email.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average number of payments issued per period	6,737	6,800	6,730	6,700
Outcome	Percent issued without errors	99.0%	99.0%	99.0%	99.0%
Output		0	0	0	0

Performance Measure - Description

Output: Number of payments per pay period exceeds number of employees due to many employees having multiple direct deposits.

Legal/Contractual Obligation

Wage payments are mandated by Federal & State wage and hour laws and by 10 union contracts. Withholding and remitting employment taxes is mandated by the Internal Revenue Service. Pension contributions are mandated by union contracts and the Oregon Revised Statutes. Failure to comply to the above laws and regulations could result in the County being assessed penalties and fines.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$29,454	\$0
Materials & Supplies	\$0	\$0	\$2,000	\$0
Total GF/non-GF:	\$0	\$0	\$31,454	\$0
Program Total:	\$0		\$31,454	
Program FTE	0.00	0.00	0.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This program offer is entirely supported by County General Funds.

Significant Program Changes

✔ Significantly Changed

Last year this program was:

This offer adds back a .50 FTE OA2 that was cut several years ago. This position would provide support for payroll. Currently payroll has no dedicated support to provide filing of documents that are required to be retained.

Lead Agency: County Management

Program Contact: Mark Campbell

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Treasury manages the County's cash assets, investment portfolio, debt, banking services and relationships, and broker/dealer relationships. Treasury also provides responsive and pro-active customer support, training, and advice to department staff who handle cash in the course of providing services to county residents.

Treasury also manages the Excise Tax Administration program which includes management of revenue collections for Motor Vehicle Rental Tax (MVRT), Transient Lodgings Tax (TLT) and Business Income Tax (BIT) in accordance with Multnomah County Code, the County's fiduciary responsibilities, and revenue & taxation policies and procedures. Treasury is required to act as custodian of trust funds for property liens under Oregon Revised Statutes for county residents.

Program Description

Treasury invests the County's financial assets to ensure that funds are available to meet anticipated cash flow needs. Investment earnings are measured against specific benchmarks outlined in the Investment Policy. Treasury complies with all applicable laws, policies and best practices in the management of County funds.

Treasury supports the CFO in the issuance of debt, including opportunities to refinance existing debt, and maintains contact with rating agencies. It ensures timely and accurate debt service payments and generates arbitrage rebate calculations and reports. Treasury regularly analyzes cash flow. From time to time it is necessary to issue short term Tax and Revenue Anticipation Notes (TRANS) to provide liquidity prior to the collection of property taxes in November.

The County collects and administers three excise taxes. A Business Income Tax (BIT) is assessed against businesses with income generated within the county. It is set at a rate of 1.45% of net income. BIT is the second largest revenue source in the General Fund, generating approximately 15% of General Fund revenues. A Motor Vehicle Rental Tax (MVRT) is charged on the rental of cars and light trucks within the county. It is currently set at a rate of 17% of rental fees. A portion of the tax (2.5%) is passed through to the Visitor's Development Fund to support tourist activities. A Transient Lodging Tax (TLT) is charged on the rental of hotel/motel rooms within the county. It is currently set at a rate of 11.5% of rental fees. Most of the revenue generated by the TLT is passed through to other entities. Cities retain 5%, another 3% is dedicated to operating the Oregon Convention Center, and 2.5% is passed through to the Visitor's Development Fund.

Treasury maintains effective banking relationship to keep pace with technology and adapting it to the needs of county departments to provide better service to county residents.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Compliance w/ Investment Policy	1	1	1	1
Outcome	Tax Returns Filed - Motor Vehicle and Transient Lodging	0	278	278	277
Outcome	Ensure County's Cash Flow Needs are Met	1	1	1	1
Output	# of Business Accounts in County	63,000	63,000	64,752	64,800

Performance Measure - Description

Measurement Key: 1 = Goal Achieved, 0 = Not Achieved

The % of tax returns filed is a measure of compliance with applicable code requirements. Compliance has remained high despite the impacts of the recession.

The # of business accounts is used as a workload measure and serves as an indicator of economic activity within the county.

Legal/Contractual Obligation

Oregon Revised Statutes (primarily ORS 294.035), Multnomah County Code Chapter 11 (BIT) and Chapter 12 (MVRT and TLT), the Business Income Tax is administered by the City of Portland through an intergovernmental agreement (IGA) that expires at the end of FY 2013.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$347,098	\$0	\$370,895	\$0
Contracts	\$1,082,298	\$0	\$1,296,301	\$0
Materials & Supplies	\$12,460	\$0	\$12,000	\$0
Total GF/non-GF:	\$1,441,856	\$0	\$1,679,196	\$0
Program Total:	\$1,441,856		\$1,679,196	
Program FTE	4.00	0.00	4.00	0.00
Program Revenues				
Intergovernmental	\$85,000	\$0	\$100,000	\$0
Total Revenue:	\$85,000	\$0	\$100,000	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

External revenue is received through an agreement between the County and the Visitor's Development Fund Board. Under terms of the IGA that created the Visitor's Development Fund the County receives an administrative fee equal to .7% of MVRT and TLT revenues recorded in the fund.

Significant Program Changes

Last year this program was: #72013A, FRM Treasury and Tax Administration

Lead Agency: County Management

Program Contact: Michelle Cross

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Safety and Health Section oversees the loss prevention efforts of Multnomah County. The section assists each department in meeting the loss prevention requirements for a workers' compensation self-insured employer and Oregon OSHA compliance.

The Workers' Compensation Section manages the work-related employee injury and illness process and assists employees in returning to their jobs after an injury or illness.

Program Description

The Safety and Health Section is aimed at reducing employee on-the-job injuries and employer liability due to injuries to non-employees. Safety and Health staff consult with County departments to assist them in providing a safe environment for both employees and the public. It helps identify and abate deficiencies related to occupational safety and health regulations. All loss prevention activity needed to maintain the workers' compensation self-insured status is managed by the Safety and Health staff.

Provides workers' compensation benefits in accordance with state law. Multnomah County has been self-insured for this mandatory program since 1978. Claims are administered through a contract with a third-party administrator (TPA). Staff work with employees, supervisors, physicians, the TPA, attorneys, managed care organizations, and other vendors to accurately and timely process claim benefits for the injured employee. Internal workers' compensation section employees focus on service, cost containment, and compliance efficiency. The Workers' Compensation Section is responsible for the County's return-to-work program and follows state requirements necessary to benefit from the Workers' Compensation Division's (WCD)Employer-At-Injury reimbursement program.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of site safety visits designed to meet loss prevention requirements.	29	24	24	24
Outcome	County Experience Rating Modifier less than industry average	30.0%	30.0%	25.0%	25.0%
Output	Review and update 12 RSK Administrative Procedures	0	0	0	12
Quality	Meeting timeliness requirements for notices and payments as measured by OR-WCD.	92.0%	95.0%	95.0%	95.0%

Performance Measure - Description

1) Perform site safety visits annually and assist Departments and Offices in abating identified deficiencies. Staff goal is to visit sites engaging in operations that present higher risk of injury. An example is field work conducted by groups including Vector Control, the Bridge Shop, and Road Maintenance.

2) A workers' compensation experience modifier below industry average demonstrates the County's ability to manage claims better than the insurance industry average. Premiums are calculated based on total payroll and the experience modifier is used when factoring amount of premium taxes owed to the State.

3) Administrative Procedures provide guidance to Departments and Offices on how to address select issues to prevent injuries. Some Admin Procedures (e.g. RSK-22 Respiratory Protection, RSK-25 AED Use) serve as the overall program for all County Departments and Offices.

4) Quarterly claims processing performance as reported by OR-WCD. Self-insured employers must be above 90% for timely claim filing, timely first payment of compensation, and compensability determinations. Maintaining this level or above demonstrates high quality of service.

Legal/Contractual Obligation

MCC 7.102 and 7.103 establishes the safety and loss prevention program in the County. The Oregon Safe Employment Act, ORS 654, establishes minimum safety standards for employers. Oregon OSHA, as outlined in OAR 437-001-1005 through 1020 and 1050 through 1060, requires each self-insured employer to have a written loss prevention plan for each location and to provide safety and health loss prevention services for each worksite.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$682,276	\$0	\$741,161
Contracts	\$0	\$155,000	\$0	\$320,000
Materials & Supplies	\$0	\$3,524,284	\$0	\$3,669,000
Internal Services	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$4,361,560	\$0	\$4,730,161
Program Total:	\$4,361,560		\$4,730,161	
Program FTE	0.00	6.00	0.00	6.00
Program Revenues				
Fees, Permits & Charges	\$0	\$4,211,560	\$0	\$4,420,161
Other / Miscellaneous	\$0	\$150,000	\$0	\$310,000
Total Revenue:	\$0	\$4,361,560	\$0	\$4,730,161

Explanation of Revenues

The Workers' Compensation Section receives reimbursement from the State of Oregon for claims cost when specific eligibility criteria is met. Claim processing overpayment reimbursements are also received as revenue. Safety and Health receives internal service reimbursements from departments whose staff attend the first aid/CPR/AED classes taught by Safety and Health instructors. The revenues received are to offset the cost paid to the Red Cross for course materials and completion certificates. The cost to Departments/Offices whose staff attend these internal classes are well below the cost of taking the class from an external provider.

Significant Program Changes

Last year this program was: #72014, FRM Worker's Compensation/Safety & Health

Lead Agency: County Management

Program Contact: Michelle Cross

Program Offer Type: Innovative/New Program

Related Programs:

Program Characteristics:

Executive Summary

This scaled offer increases Risk Management's ability to assist the County in meeting legal and financial objectives related to employee and public safety. Loss prevention efforts will be enhanced and current program constraints adequately addressed.

Program Description

Risk Management's loss prevention efforts assist departments/offices in meeting the loss prevention requirements of a workers' compensation self-insured employer as defined by Oregon OSHA Statutes, and oversees the loss prevention activity for general liability self-insurance. This program offer adds one Risk Analyst position (HR Analyst series) to assist Risk Management in meeting compliance or best practices areas currently recognized as program deficiencies. This position will provide professional and technical support in areas of analytics, auditing, procedural development, and general loss prevention field work to meet Oregon OSHA compliance. Loss investigation activities and corrective action recommendation for property and liability losses are not being performed due to personnel constraints. This position would develop and implement this process.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Audit and present findings for 4 OSHA programmatic areas for compliance	0.0%	0.0%	0.0%	1.0%
Outcome	Provide analytical loss prevention data to each department quarterly	0	0	0	4

Performance Measure - Description

Oregon OSHA programmatic requirements for employer initiated audits and corrective action will be satisfied on a consistent and on-going schedule.

Compile and assist in presenting, loss prevention analytics to Department Management quarterly to meet the Oregon OSHA Self-Insured management involvement in employee safety.

Legal/Contractual Obligation

MCC 7.102 and 7.103 establishes the safety and loss prevention program in the County. The Oregon Safe Employment Act, ORS 654, establishes minimum safety standards for employers. Oregon OSHA, as outlined in OAR 437-001-1005 through 1020 and 1050 through 1060, requires each self-insured employer to have a written loss prevention plan for each location and to provide safety and health loss prevention services for each worksite. Contractual loss prevention efforts included in the Regional Arts and Culture Council agreement will be satisfied with this program.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$0	\$104,617
Internal Services	\$0	\$0	\$0	\$20,348
Total GF/non-GF:	\$0	\$0	\$0	\$124,965
Program Total:	\$0		\$124,965	
Program FTE	0.00	0.00	0.00	1.00
Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$0	\$124,965
Total Revenue:	\$0	\$0	\$0	\$124,965

Explanation of Revenues

Departments are charges a risk rate based on claims experience and an actuarial evaluation performed every three years. The workers' compensation program receives subrogation, reimbursement, and Employer-At-Injury monies depending on claim specifics.

The Workers' Compensation Section receives reimbursement from the State of Oregon for claims cost when specific eligibility criteria is met. Claim processing overpayment reimbursements are also received as revenue. Safety and Health receives internal service reimbursements from departments whose staff attend the first aid/CPR/AED classes taught by Safety and Health instructors. The revenues received are to offset the cost paid to the Red Cross for course materials and completion certificates. The cost to Departments/Offices whose staff attend these internal classes are well below the cost of taking the class from an external provider.

Significant Program Changes

Last year this program was:

This is a scaled offer to #72009A. This program adds one FTE to the Risk Management staff, with identified tasks lowering the classification to an analyst level . Program constraints for analytics, compliance driven audits, and field work will be satisfied with this addition.

Lead Agency: County Management

Program Contact: Mark Campbell

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Recreation Fund Payment to Metro program provides support funding to Metro for the operation and maintenance of community parks. The expenditures of the fund are pass-through payments to Metro under an intergovernmental agreement(IGA) the County entered into in 1994. The transactions for this program are recorded in the Recreation Fund.

Program Description

This program's primary purpose is to provide funding to Metro to maintain and operate community parks which in turn build local communities and provide for recreational opportunities. The program's resources derive from Marine Fuel Tax apportioned to Multnomah County. The expenditures of the fund are pass-through payments to Metro under an IGA the County entered into in 1994.

These funds may be used to operate, administer and maintain the following Metro natural areas and regional facilities that were transferred from Multnomah County in 1994: Mason Hill Park, Sauvie Island Boat Ramp, Multnomah Channel Park, Bybee-Howell House and Park, Belle View Point, James Gleason Memorial Boat Ramp, Broughton Beach, Beggars Tick Marsh, Glendoveer Golf Course and Fitness Trail, Blue Lake Park, Gary and Flagg Islands, Oxbow Park, Indian John Island, Larch Mountain Corridor, Chinook Landing Marine Park, Sandy River Access Points, Smith & Bybee Lakes Addition, Phillippi Property, and the Expo Center. Each of these sites offers a different recreational benefit for all citizens.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Payment Remitted in a Timely Manner	1	1	1	1
Outcome		0	0	0	0

Performance Measure - Description

Under state law marine fuel taxes are allocated to counties based on the number of boat registrations and miles of waterway within the county. These revenues are turned over to METRO under terms of an IGA that transferred Multnomah County parks to METRO.

Measurement Key: 1 - Yes; 0 - No

Legal/Contractual Obligation

Pass through payment under terms of the IGA that transferred parks from the County to METRO.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Contracts	\$0	\$100,000	\$0	\$100,000
Internal Services	\$0	\$2,080	\$0	\$2,160
Total GF/non-GF:	\$0	\$102,080	\$0	\$102,160
Program Total:	\$102,080		\$102,160	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Taxes	\$0	\$102,080	\$0	\$102,160
Total Revenue:	\$0	\$102,080	\$0	\$102,160

Explanation of Revenues

Revenues represent Multnomah County's share of state Marine Fuel Tax.

Significant Program Changes

Last year this program was: #72015, FRM Recreation Fund Payment to Metro

Lead Agency: County Management

Program Contact: Travis Graves

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

Central Human Resources (HR) Administration provides strategic leadership and partnership to department HR units to guide consistent, efficient and cost effective HR processes and practices across the County organization. It also provides administrative and business services management for Central HR programs, including Labor Relations; Classification and Compensation; Talent Development, Employee Benefits and Wellness, Privacy Officer Program and the Unemployment Insurance Program.

Program Description

Central HR Administration sets direction, determines policy, develops process structures and builds relationships to develop and sustain a diverse, talented, workforce necessary to achieve results across the organization. Central HR Administration focuses on facilitating communication linkages, ensuring stakeholder input and engaging in collaborative problem resolution to implement plans and achieve results. The HR Director is the primary liaison to senior leaders to ensure HR processes are aligned with countywide business goals and oversees evaluation of HR contributions to organizational effectiveness. Central HR administration oversees countywide service program integration and performance measurement and reporting; leads HR technology development and process automation; provides budget and financial management; implements employee recognition programs; and ensures compliance with federal, state, local laws, rules, regulations and labor agreements. Additionally, the Privacy Officer program provides countywide accountability for HIPAA and Privacy Rule compliance to ensure that county operations and services safeguard the privacy of employee and client protected health information.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of countywide job applications in the Neogov applicant tracking system.	20,233	23,000	25,000	25,000
Outcome	Percentage of new employees completing countywide Privacy training.	0.0%	100.0%	0.0%	100.0%
Output	Completed countywide Privacy Assessment.	0	1	1	0

Performance Measure - Description

An updated countywide Privacy Assessment identifies organizational strengths and areas of improvement for internal action planning and prioritization. The program began in December 2012 and the assessment is a one time measure for the initiation of the program. The Privacy Assessment provides foundational information to identify and build future opportunities for improved processes and performance.

Training is a key component to Privacy Rule compliance and the County's ability to mitigate Privacy Rule violations. Next steps after the recent countywide Privacy Assessment is the development of privacy training incorporated into countywide new employee orientation. There is no current year estimate for this measure because new training will start next fiscal year. Please note countywide privacy training will be in addition to currently delivered department-based training.

Legal/Contractual Obligation

Federal, state, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Re-employment Rights Act, Health Insurance Portability & Accountability Act, and other employment related issues. Ten labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits and other matters pertaining to employment. Health Insurance Portability and Accountability Act of 1996 U.S. Department of Health and Human Services Standards for Privacy of Individually Identifiable Health Information (Privacy Rule).

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$537,525	\$150,231	\$561,617	\$144,957
Contracts	\$79,193	\$30,000	\$99,005	\$30,675
Materials & Supplies	\$34,817	\$17,842	\$30,950	\$17,842
Internal Services	\$106,272	\$0	\$103,447	\$28,500
Total GF/non-GF:	\$757,807	\$198,073	\$795,019	\$221,974
Program Total:	\$955,880		\$1,016,993	
Program FTE	3.63	1.00	3.63	1.00
Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$0	\$221,974
Total Revenue:	\$0	\$0	\$0	\$221,974

Explanation of Revenues

This offer is supported by County General Fund and the Risk Fund

Significant Program Changes

Last year this program was: #72016, Central HR Administration

This offer incorporates FY 2013 offers #72016 Central HR Administration and #72022 Central HR Privacy Officer.

A currently budgeted HRM 1 position is transferred from Program Offer 72018 Labor Relations to 72016 Central HR Administration.

An additional 0.2FTE of the HR Director position is transferred to Program Offer 72020 Central HR Employee Benefits due to increase oversight of Risk Fund services.

Lead Agency: County Management

Program Contact: Travis Graves

Program Offer Type: Existing Operating

Related Programs: 72017B

Program Characteristics:

Executive Summary

Central Human Resources (HR) Services, comprised of the Classification and Compensation and the Talent Development units, provides critical infrastructure systems and tools to attract, train, and retain a diverse workforce at all levels of the organization. Classification & Compensation provides pay and classification structures necessary for the County to offer competitive pay and career paths. Talent Development provides countywide training for all employees and leads organizational development activities.

Program Description

Central HR Services implements strategies to address key components of the Countywide Human Resources Strategic Plan in order to attract and select diverse, high-performing employees; establish employee retention strategies that support the organization's job market competitiveness; implement programs to strengthen skills and build knowledge necessary for an effective, culturally competent workforce; and formalize an employee performance management system that fosters individual growth and accountability, aligning performance goals with business requirements. Even in the current economic environment, a shrinking qualified workforce combined with future retirements requires a strategic focus on the county's ability to recruit and retain a highly-skilled workforce. Classification and Compensation provides the pay and job classification frameworks that facilitate external competitiveness, ensure internal equity, promote employee retention and support career growth.

The Classification and Compensation team identifies and analyzes job duties and qualifications that define the scope and complexity of work performed as documented in position descriptions. The unit also researches labor market pay range data for the most accurate indicator of prevailing wages and salaries for comparable jobs.

Talent Development provides or coordinates all countywide training including: employee, management and supervisory development, including the Multnomah Leadership Academ; diversity awareness and skills building; and technology training and policy or process-focused learning opportunities.

The Countywide Training Needs Survey informs training offerings. Talent Development develops training options by using the survey findings, as well as core competencies and job skills aligned with the employee performance management system to develop training options. This comprehensive system is essential to build and monitor individual employee accountability and support the achievement of organizational program goals.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	# of positions reviewed as a result of class/comp studies.	437	350	344	325
Outcome	Percent of total positions reclassified, revised, updated.	15.0%	13.0%	13.0%	12.7%
Output	# of positions reviewed as a result of individual requests.	219	250	260	250
Output	Number of Countywide training class attendees.	4,008	4,500	4,500	4,500

Performance Measure - Description

The percentage of all positions re-classed, revised, or updated as a result of classification or compensation review indicates County positions better aligned to current competitive job market factors, such as technology changes, regulatory requirements, and the inability to fill vacancies and/or impact on essential public services.

Legal/Contractual Obligation

Federal, state, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Re-employment Rights Act, Health Insurance Portability & Accountability Act, and other employment related issues. Ten labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits and other matters pertaining to employment.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,180,684	\$0	\$1,237,271	\$0
Contracts	\$136,803	\$0	\$182,720	\$0
Materials & Supplies	\$30,314	\$0	\$35,089	\$0
Internal Services	\$321,920	\$0	\$344,898	\$0
Total GF/non-GF:	\$1,669,721	\$0	\$1,799,978	\$0
Program Total:	\$1,669,721		\$1,799,978	
Program FTE	9.50	0.00	9.60	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

Significant Program Changes

Last year this program was: #72017, Central HR Services

Reduce HR Analyst Sr. to .50FTE and addition of .60FTE HR Tech within department GF constraint.

Lead Agency: County Management

Program Contact: Travis Graves

Program Offer Type: Innovative/New Program

Related Programs: 72017A

Program Characteristics:

Executive Summary

The Central Human Resources Strategic Plan includes Equitable and Empowering Practices and Workforce Development as two of the four primary goals identified and prioritized by county leaders and stakeholders. This scaled offer increases capacity to provide expanded management and supervisory development, and resources to partner with the Office of Diversity and Equity for the countywide implementation of the Equity and Empowerment Lens.

Program Description

The Equity and Empowerment Lens embodies social responsibility as a quality improvement process and tool. Implementation of the Lens provides a structured, rigorous evaluative focus on the organizational conditions, context and methods used to develop county policies and operations.

Increased capacity enables Talent Development to support the Office of Diversity and Equity with the implementation and adoption of the Equity and Empowerment Lens within all departments' policies, practices and programs. Supports and resources include:

- Orientation and continuous education for Equity Facilitators, cohorts of employees drawn from all departments who are charged with implementing the Equity and Empowerment Lens at the department level.
- Establish and support Community of Practice for Equity Facilitators group, to foster continuous social collaborative learning to effectively and courageously promote equity and eliminate institutional barriers and bias in county programs, policies, and practices.
- Increase number of training courses of "Leveraging our Diversity, Nurturing our Excellence," and expand diversity learning opportunities delving deeper into the challenges of equity and social justice for all employees.

Data from the last two County Employee Surveys indicate that over 30% of employees are dissatisfied with the quality of supervision they receive. They lack guidance, feedback, and developmental planning. In the last year Talent Development has implemented a successful classroom-based Supervisory Learning Series, but its scope is limited.

Increased capacity enables Talent Development to support Central Human Resources' focus and coordinated emphasis on workforce development and succession planning. Supports and resources for management and supervisory development include: evidence-based 360-degree assessment, customized developmental and professional growth planning, and ongoing performance consultation. Similar to the Multnomah County Leadership Academy for future leaders, additional resources for management and supervisory development will strengthen and build current expertise and skills.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Equity Facilitators trained to implement Equity and Empowerment Lens	0	0	15	40
Outcome	% of managers and supervisors receiving assessment, growth plan, consultation.	0.0%	0.0%	0.0%	5.0%
Output		0	0	0	0

Performance Measure - Description

Train, coordinate, and oversee two cohorts of 20 employees each to facilitate and advance the Equity and Empowerment Lens.
Provide evidence-based management and supervisor development to 30 front-line supervisors and mid-level managers selected by their departments.

Legal/Contractual Obligation

Federal, state, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Re-employment Rights Act, Health Insurance Portability & Accountability Act, and other employment related issues. Ten labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits and other matters pertaining to employment.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$134,499	\$0
Total GF/non-GF:	\$0	\$0	\$134,499	\$0
Program Total:	\$0		\$134,499	
Program FTE	0.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

Significant Program Changes

Last year this program was:

This is a scaled offer to #72017 Central HR Services

Lead Agency: County Management

Program Contact: Travis Graves

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Labor Relations provides leadership to ensure effective labor-management relationships, appropriate work conditions and legal compliance that balance the rights of employees with the business needs of the County. This program manages 10 labor contracts, representing 85% of the County workforce.

Program Description

Contract negotiations present one of the most significant opportunities to forge partnerships with labor unions that serve the needs of both the County and its employees. Labor Relations was successful during the last round of negotiations in achieving staggered dates for contract renewals, which provides the County a better opportunity to strategically plan and time proposals for contract changes. While this approach means contract negotiations have become a year round workload, it does better support Labor Relations and department management staff to focus and prepare for each labor agreement.

Forums such as Employee Relations Committee and Employee Benefits Team along with tools such as negotiated memoranda create the foundation of open communication, clear and accessible decision making, and collaborative problem solving needed to achieve uniform labor/management practices throughout the County.

Labor Relations:

- Leads collective bargaining activities, including contract negotiations, interim negotiations, labor contract administration and interpretation.
- Guides development of employee relations programs to create and promote a positive organizational culture, and advocate for fair, respectful treatment of employees.
- Ensures consistent application and enforcement of collective bargaining agreements, work rules, grievance and discipline policies.
- Provides internal expertise for dispute resolution, grievance handling, and cooperative problem-solving.
- Maintains and develop personnel rules and administer the county's drug and alcohol testing process.
- Coordinates countywide layoff activities and the merit council appeals process.
- Manages the Unemployment Claims process; and
- Ensures compliance with federal, state, local laws, rules, regulations and labor agreements, and communicates, trains, and coaches supervisors, managers, and department human resources units on these requirements

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Labor disputes.	125	180	120	170
Outcome	Percentage of labor disputes settled collaboratively.	93.0%	90.0%	90.0%	90.0%

Performance Measure - Description

Disputes include formal and informal disagreements about the interpretation or application of labor contracts, Personnel Rules, practices or policies. The resolution of labor disputes collaboratively means all involved parties have agreed to the resolution without going to arbitration. The alternative is an external arbitrator imposing a decision binding on all parties.

Legal/Contractual Obligation

Ten labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits, and other matters pertaining to employment. Federal, State, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Reemployment Rights Act, Health Insurance Portability & Accountability Act and other employment related issues.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$737,159	\$40,868	\$778,572	\$43,767
Contracts	\$19,151	\$0	\$22,540	\$0
Materials & Supplies	\$12,641	\$0	\$13,350	\$0
Internal Services	\$159,593	\$0	\$159,594	\$7,125
Total GF/non-GF:	\$928,544	\$40,868	\$974,056	\$50,892
Program Total:	\$969,412		\$1,024,948	
Program FTE	5.60	0.25	5.60	0.25
Program Revenues				
Fees, Permits & Charges	\$0	\$40,868	\$0	\$50,892
Total Revenue:	\$0	\$40,868	\$0	\$50,892

Explanation of Revenues

This offer is supported primarily by County General Fund with 0.25 FTE Labor Relations Manager personnel costs charged to Risk Fund.

Significant Program Changes

Last year this program was: #72018, Central HR Labor Relations

A currently budgeted HRM 1 position is transferred from Program Offer 72018 Labor Relations to 72016 Central HR Administration.

Lead Agency: County Management

Program Contact: Travis Graves

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Unemployment Insurance Program provides unemployment benefits to eligible workers who are unemployed due to layoff or other discharge for reasons other than misconduct. Unemployment insurance replaces part of the income that employees lose when they become unemployed.

Program Description

The Unemployment Insurance Program ensures eligible workers secure financial assistance. The program provides accurate and timely monitoring and reporting, and participates in all hearings to decrease costs and liability due to fraudulent claims. A benefits claim decision will typically favor the applicant if reports are late, data is inaccurate or an employer fails to respond to requested clarification.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of employee claims.	404	590	754	525
Outcome	Percentage of claim appeals found in the County's favor.	61.0%	65.0%	70.0%	66.0%
Output	Number of appeals.	28	13	20	18

Performance Measure - Description

It is the County's goal to support maximum benefit claims for eligible applicants and minimize fraudulent claims. A higher percentage of claims appeals found in the County's favor means a lower expense and lower risk to the County.

Legal/Contractual Obligation

Unemployment Insurance benefits are mandated by federal and state laws. Oregon Employment Law, statues 657.005 and 657.010, Federal Unemployment Act Social Security Act.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$25,672	\$0	\$27,501
Materials & Supplies	\$0	\$1,826,429	\$0	\$1,521,475
Internal Services	\$0	\$4,221	\$0	\$4,275
Total GF/non-GF:	\$0	\$1,856,322	\$0	\$1,553,251
Program Total:	\$1,856,322		\$1,553,251	
Program FTE	0.00	0.15	0.00	0.15
Program Revenues				
Fees, Permits & Charges	\$0	\$1,856,322	\$0	\$1,553,251
Total Revenue:	\$0	\$1,856,322	\$0	\$1,553,251

Explanation of Revenues

Unemployment claims are funded by assessing a rate based on 0.5% of monthly payroll for each department.

Significant Program Changes

Last year this program was: #72019, Central HR Unemployment

Lead Agency: County Management

Program Contact: Travis Graves

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Employee Benefits and Wellness Program provides comprehensive health plan coverage, life insurance options and disability benefits for over 10,000 eligible individuals, including employees, their spouse or domestic partner, dependent children and retirees. The Program also includes a Wellness component, which promotes and supports a healthier workforce, retirees and their family members by providing a wide variety of affordable activities and services addressing proper nutrition, weight control, fitness and stress management.

Program Description

Internal administration of the Benefit Programs supports the County's unique business and financial requirements, while providing sound fiscal management of the offered plans to obtain the best benefit value for employees and the organization. The highly trained professional staff oversee administration of a complex array of benefit plans ensuring the County remains compliant with labor contracts, federal, state and local laws and mandates.

The Benefits Program consults and coordinates with all County employees and departments to ensure timely enrollment in benefit plans, complete accurate payroll deductions, produce user friendly benefit communication/educational materials, and act as an effective liaison between employees and benefit providers to facilitate problem resolution. The program works closely with County labor and management to structure benefit components that provide desirable benefit options within budgetary constraints.

Wellness programs can contribute to a reduction in employee absenteeism, lower health plan costs, enhanced employee retention, and increased employee morale and productivity. Program offerings can be tailored to address the specific health needs of our population as targeted by health plan statistics: weight reduction, stress management, women's health, and cardiovascular health. The program offers a broad range of services to employees including convenient access to commercial grade fitness equipment, affordable on-site fitness classes tailored to work schedules, a library of wellness related subject matter and incentives program for weight loss.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Medical plan annual member count	12,576	11,500	12,600	12,600
Outcome	Enrollment in Wellness sponsored activity	23,872	21,000	24,000	25,000
Efficiency	County's monthly per employee benefit cost - rate of increase	4.5%	4.4%	4.5%	4.5%

Performance Measure - Description

Output: Reports total number of members enrolled in health plan coverage at some point during the plan year. This includes employees, retirees, COBRA participants and dependents from all three. The FY year member count reflects the prior year experience.

Outcome: Reports number of individual visits to County Wellness Fitness Center sites, plus participation in specific classes or other offered programs (for example Wellness mini-grants, breast pump loan, weight loss subsidy).

Efficiency: Actual dollar costs per FTE FY 2011 \$1,080, FY 2012 \$1,128, FY 2013 \$1179. New federal benefit requirements will likely cause cost increases over the next few implementation years. Four-year national average increase has been 6.20%.

Legal/Contractual Obligation

County labor contracts contain benefit mandates for active and retired members. Benefits are governed by a variety of federal/state/local laws and agencies, including Internal Revenue Service (IRS), Dept of Labor (DOL), Dept of Health and Human Services (HHS), COBRA, Working Families Tax Relief Act, Older Workers Benefit Protection Act, Genetic Information Nondiscrimination act (GINA), HIPAA, Patient Protection and Affordable Care Act (PPACA), CHIP, as well as civil rights and Equal Employment Opportunity laws.

Labor contracts require transit pass be provided by employer. OAR Chapter 340, Div 12 requires employers to make a good faith effort to provide incentives for employees to potentially reduce commute trips to worksites by 10% within 3 years. To meet this requirement, County assists DEQ with their bi-annual survey to determine current commute methods, then follows DEQ approved plan to meet target reductions.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$23,413	\$1,220,538	\$0	\$1,555,238
Contracts	\$3,192	\$1,253,000	\$0	\$1,272,000
Materials & Supplies	\$654	\$79,566,946	\$0	\$81,332,458
Internal Services	\$3,824	\$310,319	\$0	\$337,524
Total GF/non-GF:	\$31,083	\$82,350,803	\$0	\$84,497,220
Program Total:	\$82,381,886		\$84,497,220	
Program FTE	0.20	11.17	0.00	13.37
Program Revenues				
Fees, Permits & Charges	\$0	\$73,908,442	\$0	\$75,981,894
Other / Miscellaneous	\$0	\$8,442,361	\$0	\$8,515,326
Total Revenue:	\$0	\$82,350,803	\$0	\$84,497,220

Explanation of Revenues

Sources of revenue are: departmental contributions for health plan coverage, benefit administration charge (0.90% of gross payroll), employee payroll deductions (both pre and post tax) for benefit plan participation, premium payments from retirees and COBRA participants, operational refunds/rebates/performance guarantee penalties from vendors, tax credits due to Federal and State subsidies, revenues from parking garage fees (applied to Wellness program only), fees paid by Wellness program participants. Revenues collected under 705210 pay for expenses recorded under 705200, 705211, 705212, 705213, 705216, 705217, 705218, 705230, 705240, 705245.

Significant Program Changes

Last year this program was: #72020, Central HR Employee Benefits

An additional 0.2FTE of the HR Director position is transferred to Program Offer 72020 Central HR Employee Benefits due to increase oversight of Risk Fund services.

Addition of 2.0 FTE, an HR Manager 2 and an HR Tech, to expand the Wellness Program in FY 2013 continues in FY 2014. Both positions are within the Risk Fund.

Lead Agency: County Management

Program Contact: Randy Walruff

Program Offer Type: Administration

Related Programs: 72024, 72025A, 72026, 72027, 72028, 72029, 72030, 72031, 72032, 72033, 72034, 72035, 72037, 72038

Program Characteristics:

Executive Summary

The Division of Assessment Recording & Taxation (DART) Administration Program performs the Assessor and Tax Collector functions required by statute and manages all Property Tax Collection and Property Tax Assessment functions as well as certain County Clerk functions (Recording, Marriage Licenses, Domestic Partnerships, and Board of Property Tax Appeals); monitors all processes for statutory compliance, certifying the property tax roll for collection, maintaining values on over 340,000 property tax accounts and collection and distribution of over \$1.2 billion in property taxes; provides leadership and strategic direction; plans, manages, directs, and coordinates the activities of the division; provides fiscal and operational oversight; employee development and performance management, tactical/resource planning, program measurement and evaluation and process/technology improvements.

Program Description

DART Administration program performs the duties of the County Assessor including certifying the property tax roll for collection, maintaining Real Market Value on over 340,000 real and personal property accounts, and capturing/calculating Measure 50 "exception value" defined as new construction, renovation or remodeling which increases total Assessed Value of taxing districts. It also performs the duties of the Tax Collector who certifies the billing, collecting, and distribution of over \$1.2 billion in property taxes.

DART Administration plans, manages, directs, and coordinates the activities of the division; is responsible for strategic direction, policy development, financial planning, employee development and performance management, tactical/resource planning, program measurements and evaluation, work plans, continuity of operations planning, and process/technology improvements, including the new Assessment and Taxation System. Administration monitors statutory compliance, oversees over 500,000 customer service interactions, provides internal and external communications, prepares and submits the annual County Assessment Function Funding Account (CAFFA) Grant Document and Annual Appraisal Work Plan to the Oregon Department of Revenue. Administration supports and provides leadership that ensures all property is valued accurately and taxed fairly as required by the Oregon State Constitution, Oregon Revised Statutes and Oregon Dept of Revenue Administrative Rules.

This Program ensures the collection of property taxes in a timely manner that is fair & equitable to all taxpayers and maintains accurate, accessible property ownership records and property descriptions that are used in the production of county property tax maps. The Program provides quality customer service to taxpayers. DART has taken steps toward achieving CAP Item #18-8 Local Government Operations, by increasing use of e-files and e-business, and participation in waste recycling efforts, leading to an overall reduction in paper use and paper waste and contributing to a reduced facilities footprint.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total Number of Property Tax Accounts Administered	339,698	341,000	340,436	341,000
Outcome	Percent Acceptable Compliance Reports Required by Oregon Department of Revenue	100.0%	100.0%	100.0%	100.0%
Efficiency	Administrative Costs as a Percent of Actual Expenditures	5.3%	5.0%	5.0%	5.0%
Efficiency	Cost of Collection per Account (in Dollars)	3	3	3	3

Performance Measure - Description

The percent of required compliance reports received and accepted by the Department of Revenue (Grant document, Appraisal Plan, Ratio Study) implies adequacy of DART operations and uniform taxation. The goal is to maintain administrative costs at 5% of total DART operating program expenditures. FY 2012 was 5.3%. FY 2013 estimated is 5%. FY14 estimated is 5%. The cost of collection per account will fluctuate depending on costs of collection activities and the number of accounts. FY 2012 was \$3.23; FY 2013 estimated is \$3.59. FY14 is estimated to be \$3.59. County Management 53

Legal/Contractual Obligation

Functions in this program are required under Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305-312 and 321. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue(DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation staffing. The DOR has determined that DART is already at the minimally acceptable staffing level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$550,532	\$0	\$607,812	\$0
Contracts	\$2,000	\$0	\$2,000	\$0
Materials & Supplies	\$141,508	\$0	\$157,901	\$0
Internal Services	\$116,627	\$0	\$102,607	\$0
Total GF/non-GF:	\$810,667	\$0	\$870,320	\$0
Program Total:	\$810,667		\$870,320	
Program FTE	6.00	0.00	5.00	0.00
Program Revenues				
Fees, Permits & Charges	\$80,000	\$0	\$85,000	\$0
Intergovernmental	\$147,064	\$0	\$173,610	\$0
Total Revenue:	\$227,064	\$0	\$258,610	\$0

Explanation of Revenues

Intergovernmental Revenues: Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$165,110 allocated to the DART Administration Program. \$8,500 in Inter-Governmental revenue is for reimbursement from other local governments for registration fees for participation in International Association of Assessing Officers (IAAO) training workshops sponsored by and held on site at Multnomah County.

Program General Fund Revenue of \$85,000 is from document recording fees allocated to County Assessment and Taxation Programs, and includes 5% of the \$10 per document Recording Fee for the maintenance of county property tax systems. The Document Recording fee may vary annually based upon economic factors affecting the real estate market and the number of documents being recorded. The annual estimated fee revenue is based upon historical trends. [The balance of the \$10 document recording fee is allocated to the County Clerk (5%) and to the County Assessment & Taxation Fund (90%) for distribution to the State Dept of Revenue for deposit into the County Assessment Function Assistance Account.]

Remaining Program support is from General Fund revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72023, Div of Assessment, Recording & Taxation Administration
Position was reclassified Data Analyst Sr to Property Appraiser 2 and transferred to Residential Appraisal (72034). Net Change -1.00 FTE from FY13 to FY14

Lead Agency: County Management

Program Contact: Gary Bartholomew

Program Offer Type: Existing Operating

Related Programs: 72023, 72025A, 72026, 72027, 72028, 72035, 72037

Program Characteristics:

Executive Summary

The Division of Assessment, Recording, and Taxation (DART) Customer Service Program is the first primary point of contact for DART customers at the public counter, through the organization's incoming phone system, by email and via online chat.

Program Description

The Customer Service program responds to approximately 90,000 telephone inquiries and 30,000 walk-in customers annually (which includes approximately 18,000 reported in the County Clerk Function Program Offer). Staff process tax payments, sell copies of records and provide general information on behalf of the organization. Property owners, taxpayers and citizens in general have an expectation of local government to provide responsive, accurate, and quality service. The ability to connect directly with the taxpayer increases the understanding of government and the role of property taxation.

Staff spend several hours each year training with other sections throughout the organization, as well as gaining knowledge by reading a variety of relevant informational materials. Customer Service staff also assist the Tax Revenue Management Program by processing approximately 11,000 over-the-counter tax payments totaling approximately \$50 million dollars annually. The Customer Service office, Recording office and Public Research Room were integrated in 2012 thereby improving efficiency and quality of service delivery. Additional improvements from technology updates included an electronic customer queuing system and an online chat tool. Further improvements are expected from a new assessment and taxation system scheduled for 2014.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of counter transactions	40,743	30,000	35,000	37,000
Outcome	Average number of transactions per cashier	4,074	3,200	3,600	3,800
Output	Number of phone calls received and answered	75,015	90,000	90,000	85,000
Outcome	Average number of phone calls per operator	6,251	6,500	6,500	6,500

Performance Measure - Description

"Number of counter transactions" includes both computer-generated statistics from the operating systems used in Customer Service and statistics from staff production reports. The system tracks revenue generating transactions including tax payments, marriage licenses, Domestic Partnership Registrations, passport applications and copies of various records. Staff production reports track routine, non-payment transactions. An additional 10% was added to the production report statistics for transactions that may not have been tracked.

Legal/Contractual Obligation

Oregon Revised Statutes(ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310, 311, 312 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property taxation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation staffing. The DOR has determined that DART staffing is at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$722,499	\$0	\$750,465	\$0
Materials & Supplies	\$11,685	\$0	\$16,744	\$0
Internal Services	\$238,396	\$0	\$218,957	\$0
Total GF/non-GF:	\$972,580	\$0	\$986,166	\$0
Program Total:	\$972,580		\$986,166	
Program FTE	9.30	0.00	9.30	0.00
Program Revenues				
Intergovernmental	\$273,017	\$0	\$306,520	\$0
Total Revenue:	\$273,017	\$0	\$306,520	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$306,520 allocated to DART Customer Service Program. Remaining Customer Service Program support is provided by General Fund revenues.

Significant Program Changes

Last year this program was: #72024, DART Customer Service
 OA2 position transferred from Personal Property (#72031) to Customer Service Program. Position reclassified from A&T Technician 1 to Property Appraiser 2 and portion allocated to Customer Service in FY13 (.50 FTE) was transferred to Residential Appraisal (#72034). Tech 2 position formerly allocated to Customer Service, was partially allocated (.50 FTE) to County Clerk Function (#72025). No net change in FTE overall from FY13 to FY14.

Lead Agency: County Management **Program Contact:** Gary Bartholomew
Program Offer Type: Existing Operating
Related Programs: 72023, 72024, 72026, 72028, 72030, 72031, 72032, 72033, 72034, 72035, 72037
Program Characteristics:

Executive Summary

The County Clerk Functions program consists of recording land related and other legal documents, issuance of Marriage Licenses and Domestic Partnership Registrations, acceptance of Passport Applications, creation and maintenance of permanent records, issuance of certified copies, and administration of the Board of Property Tax Appeals (BoPTA).

BoPTA is responsible for hearing petitions from taxpayers who disagree with their property value. The Board makes decisions to reduce property values or waive personal property late filing fees based on evidence provided by the taxpayer.

Program Description

Recording is the process of registering legal documents, thus making them a matter of public record. These documents are primarily related to real property transactions. The recording process requires staff to review every document for statutory compliance. The processes for Recording, Marriage Licenses, Domestic Partnership Registrations and Passport Applications include the collection of statutory fees. With the exception of Passport Applications, the creation and maintenance of general indexes and production of microfilm preserved for permanent retention is a statutory requirement.

For FY 2012, 154,514 documents were recorded, 6,410 Marriage Licenses were processed, 395 Domestic Partnership Registrations were issued and 2,503 Passport Applications were accepted. Last year 1,919 BoPTA appeals were processed. All areas within the County Clerk Functions program provide direct customer service by responding to telephone inquiries and walk-in customers. The Recording office assists approximately 15,000 customers at the counter annually and responds to an estimated 15,000 phone inquiries. The Marriage Licenses and Domestic Partnership section assists approximately 18,000 customers at the counter annually and responds to a high volume of calls that are reported within the Customer Service total of approximately 90,000 annually.

This program also makes available records for customer use. Electronic recording functionality was installed in 2012 thereby improving efficiency and customer service. The Recording Office, Customer Service Office and Public Research Room were integrated in 2012 which improved efficiency and quality of service delivery. Additional improvements from technology updates included an electronic customer queuing system, an online chat tool and an upgraded customer PC menu and services. Additional improvements for 2013 include further digitization of records and a new search engine for PC's used by customers.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Marriage Licenses Issued	6,410	6,300	6,300	6,300
Outcome	Number of Accurately Processed Licenses	6,290	6,250	6,250	6,200
Output	Number of Documents Recorded	154,514	170,000	175,000	175,000
Outcome	Average Number of Business Days to Return Original Recorded Documents	4	5	5	5

Performance Measure - Description

The "Number of Accurately Processed Licenses" is the number of licenses which the State of Oregon (Office of Vital Statistics) reviewed and found to be 100% accurate. The remaining licenses were returned to the county by the state for minor corrections. The "Average Number of Business Days to Return Original Recorded Documents" is a measure of compliance with the statutory requirement that documents be returned within 10 business days.

Legal/Contractual Obligation

The County Clerk functions are governed by Oregon Revised Statutes (ORS) Chapter 205. Multnomah County Ordinance 948 authorizes couples to voluntarily register as domestic partners. Additional statutes pertaining to this program are found in ORS 106, 107,409,432 (marriage/state domestic partnerships); ORS 86, 87,93,100 (requirements for recording); and ORS 306 and 309 (Board of Property Tax Appeals). Guidelines for the acceptance of Passports are set by the US Department of State. Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the Dept of Revenue determines the acceptable level of assessment and taxation staffing. The DOR has determined that DART is already at the minimally acceptable level to perform their functions. Any reduction to the BoPTA portion of this Program may jeopardize the grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$930,593	\$0	\$967,138	\$0
Contracts	\$537,898	\$0	\$87,175	\$0
Materials & Supplies	\$92,515	\$0	\$90,850	\$0
Internal Services	\$310,976	\$0	\$272,319	\$0
Capital Outlay	\$8,000	\$0	\$0	\$0
Total GF/non-GF:	\$1,879,982	\$0	\$1,417,482	\$0
Program Total:	\$1,879,982		\$1,417,482	
Program FTE	12.00	0.00	12.00	0.00
Program Revenues				
Fees, Permits & Charges	\$4,817,000	\$0	\$5,085,750	\$0
Intergovernmental	\$35,183	\$0	\$39,500	\$0
Other / Miscellaneous	\$456,636	\$0	\$0	\$0
Total Revenue:	\$5,308,819	\$0	\$5,125,250	\$0

Explanation of Revenues

A \$60 fee is collected for each marriage license, State and County Domestic Partnership (DP) registration: \$25 to the County General Fund, \$25 to State Domestic Violence fund, and \$10 to Court Conciliation Services. Fees are charged for certified copies of licenses. The General Fund portion of marriage licenses/DP registrations and copy fees is estimated at \$257,500. The County collects a \$25 fee for accepting each Passport application, estimated at 2,500 passport applications for FY14, or \$62,500 GF revenue. Fees are collected for the recording of documents for: the Corner Preservation Fund; the State DOR for the Housing & Community Services Dept for housing related programs, the Oregon Land Information Systems Fund (OLIS), and the County Assessment Function Funding Assistance (CAFFA) Account in support of Assessment & Taxation functions; and the Oregon State Treasurer for the Foreclosure Avoidance Mediation Fund. A portion of some recording fees is credited to the County Clerk Fund for purposes described in ORS 205.320(18) and is estimated at \$155,750 for FY14. Remaining recording page fees of \$4,560,000 and Document Copy Fees of \$50,000 are retained by the County Gen Fund as Recording Program revenues.

BoPTA is supported by participation in the Oregon Dept of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, providing reimbursement of approximately 25% of BoPTA program expenditures. Multnomah County estimated share of CAFFA is \$3,950,000 for FY14, with \$39,500 allocated to BoPTA, with remaining support from the General Fund.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72025A, DART County Clerk Functions

Position reclassified from A&T Technician 1 to Property Appraiser 2 and .50 FTE portion that was allocated to County Clerk in FY13, was transferred to Residential Appraisal(#72034)for FY14. Another position was partially allocated from Customer Service (72024) to County Clerk Functions for FY14. No net change from FY13 to FY14.

Lead Agency: County Management

Program Contact: Gary Bartholomew

Program Offer Type: Existing Operating

Related Programs: 72023, 72025A

Program Characteristics: One-Time-Only Request

Executive Summary

The County Clerk Functions program consists of recording land related and other legal documents, issuance of Marriage Licenses and Domestic Partnership Registrations, acceptance of Passport Applications, creation and maintenance of permanent records, issuance of certified copies, and administration of the Board of Property Tax Appeals (BoPTA). BoPTA is responsible for hearing petitions from taxpayers who disagree with their property value. The Board makes decisions to reduce property values or waive personal property late filing fees based on evidence provided by the taxpayer.

A portion of fees on recorded documents is dedicated to Records Storage and Retrieval Systems for the County Clerks. Under GASB #54, these funds are restricted, and per Oregon Revised Statute 205.320(18) the funds are to be used for acquiring storage and retrieval systems, and maintaining and restoring records as authorized by the County Clerk.

This Scaled Offer represents a carryover of unspent restricted revenues for the County Clerk that reside within the General Fund, and which are to be used during FY14 for services to continue conversion of historical recorded documents and other county clerk records to digital format.

Program Description

This Program will achieve the digitization of a large portion of the County Clerk historical records that are currently in microfiche and microfilm format. In the past, these records have been available to the public in DART's on site public research room. A portion of the recorded document records are in digital format and are available in electronic format through on site access terminals. The digitization of the historical records will improve access to a large portion of public records, providing for more efficient service delivery methods. In addition, by converting records to digital/electronic format, the County is positioned to no longer rely upon antiquated microfilm and microfiche equipment, and to provide for optimal space utilization.

The Program aligns the organization to relocate a large portion of the public records currently in a public research room into DART's newly consolidated Customer Service Office, by providing public records in electronic format accessible via web-based portals. This comprehensive approach provides improved service delivery for access to public records.

This scaled Program Offer utilizes unspent restricted revenues for the County Clerk that reside within the General Fund, for services to convert historical recorded documents and other county clerk records to digital format. In FY13 a portion of the records were digitized and made available in electronic format via a new web-based access portal. The carryover of unspent funds provides for further digitization of additional records, and services to prepare the records for access via the web-based search engine for PC's used by customers in the DART Customer Service Office.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome		0	0	0	0

Performance Measure - Description

Legal/Contractual Obligation

The County Clerk functions are governed by Oregon Revised Statutes (ORS) Chapter 205. ORS 205.320 (18) requires that a portion of the document recording fees be dedicated to a County Clerk Fund established by the County governing body, for the purpose of acquiring records storage and retrieval systems, and maintaining and restoring records as authorized by the County Clerk.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$17,569	\$0
Contracts	\$0	\$0	\$324,083	\$0
Materials & Supplies	\$0	\$0	\$11,348	\$0
Capital Outlay	\$0	\$0	\$8,000	\$0
Total GF/non-GF:	\$0	\$0	\$361,000	\$0
Program Total:	\$0		\$361,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Other / Miscellaneous	\$0	\$0	\$361,000	\$0
Total Revenue:	\$0	\$0	\$361,000	\$0

Explanation of Revenues

The carryover revenue in this Program, in the amount of \$361,000, represents unspent "restricted revenues", and is a portion of recording fees dedicated to the County Clerk that reside in the general fund. Under GASB #54, these funds are restricted pursuant to Oregon Revised Statute 205.320 (18).

Significant Program Changes

Last year this program was: #72025B, DCM DART County Clerk

Lead Agency: County Management

Program Contact: Gary Bartholomew

Program Offer Type: Existing Operating

Related Programs: 72023, 72024, 72025A, 72028, 72030, 72032, 72033, 72034, 72035, 72037

Program Characteristics:

Executive Summary

The Ownership Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for making real property ownership changes and adding sale information, when applicable, to the tax roll. Through examination of recorded and unrecorded documents, this program verifies the documentation and ensures that the documentation is acceptable for ownership transfers to take place. The Ownership Program maintains a transaction file for complex transfers, which is maintained for permanent retention on microfilm. Program staff interact with the public and internal staff, both on the phones and at the public counter.

Program Description

The Ownership Program updates and maintains the ownership and property description for the majority of real property tax accounts. Recorded documents, such as deeds, contracts and assignments, are the most common instruments used to update the tax roll with correct names and mailing addresses. Additionally, unrecorded documentation is often used for name changes to the tax roll. This documentation includes marriage records, court orders, and death certificates. Accurate ownership information is essential to other DART programs in ensuring that various notices and tax statements are sent to the correct party. This information is also used for the production of county maps. Property sales are utilized by the Valuation Section in the process of updating property values. The Ownership Program monitors certain types of accounts for notification to other areas throughout the organization. Developed databases enable related work units to access shared data, thereby reducing transfer time and the need for paper records. A new assessment and taxation system scheduled to go live in 2014 is expected to further increase efficiencies.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Ownership Changes Processed	25,894	25,000	27,000	27,000
Outcome	Average Number of Days to Complete Ownership Changes	2	2	2	2

Performance Measure - Description

The "Number of Ownership Changes Processed" is a combination of ownership changes processed from actual recorded deeds and ownership changes transferred with unrecorded documents (approximately 5% of transfers are from unrecorded documentation).

The "Average Number of Days to Complete Ownership Changes" is tracked manually by staff by logging both the date the work is begun and the date of completion. Those numbers are then combined and divided by the actual number of working days in the fiscal year.

Legal/Contractual Obligation

Functions in this program are required under Oregon Revised Statutes (ORS) Chapters 92, 93, 199, 205,222,308,457, 477, and 478. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation (A&T) staffing. The DOR has determined that DART staffing is already at the minimally acceptable level to perform their A&T functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$318,267	\$0	\$333,342	\$0
Contracts	\$0	\$0	\$1,474	\$0
Materials & Supplies	\$2,583	\$0	\$2,686	\$0
Internal Services	\$79,029	\$0	\$77,728	\$0
Total GF/non-GF:	\$399,879	\$0	\$415,230	\$0
Program Total:	\$399,879		\$415,230	
Program FTE	4.20	0.00	4.20	0.00
Program Revenues				
Intergovernmental	\$123,491	\$0	\$138,645	\$0
Total Revenue:	\$123,491	\$0	\$138,645	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$138,645 allocated to DART Ownership Program. Remaining Ownership Program support is provided by General Fund revenues.

Significant Program Changes

Last year this program was: #72026, DART Ownership

Lead Agency: County Management

Program Contact: Gary Bartholomew

Program Offer Type: Existing Operating

Related Programs: 72023, 72024, 72030, 72031, 72035, 72037, 72038

Program Characteristics:

Executive Summary

The Tax Revenue Management Program administers the County Tax Collector responsibilities. The program manages the collection, accounting and distribution of property tax revenues and assessments for over 60 Multnomah County taxing districts and several state agencies. Revenue from interest on past due taxes is also accounted for and a portion distributed to the County Assessment and Taxation Fund.

Program Description

The Tax Revenue Management Program sends property tax statements, collects current and delinquent real and personal property taxes and various fees, issues property tax refunds, distributes tax revenues to taxing districts, and performs accounting, auditing and reporting services. The program processes foreclosures, tax roll corrections, bank adjustments, senior and disabled citizen tax deferral applications, and manufactured structure ownership changes. 370,000 tax statements are sent annually and \$1.25 billion in property taxes is levied for collection. Approximately 400,000 payment and accounting transactions are processed annually.

This program collects and distributes property taxes in a timely, efficient and equitable manner. The program provides responsive, accurate, quality customer service to taxpayers and other government agencies while complying with property tax laws. The program continuously monitors service delivery options available for possible enhancements. Tax statement printing costs have been significantly reduced through streamlining and outsourcing. Payment processing hardware and software is currently being replaced and is expected to result in cost savings and efficiencies. Customer use of electronic payment continues to increase. Credit card options and payment by phone have been implemented. Roll corrections and issuance of tax refunds are monitored closely to minimize the amount of interest paid on refunds. Legislation (2013) is being proposed for efficiencies and improvements. Delinquencies are monitored closely and addressed effectively. A new assessment and taxation computer system scheduled to go live in 2014 is expected to increase efficiency and customer service.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Property Tax Statements Issued	360,639	370,000	365,000	365,000
Outcome	Percentage of Current Year Property Taxes Collected	96.9%	97.2%	97.2%	97.2%
Outcome	Tax Collected Via Electronic Payment (in Dollars)	44,519,075	55,000,000	50,000,000	55,000,000

Performance Measure - Description

Property Tax Statements Issued each year includes the November, February, May trimesters and the delinquent real property statements.

Legal/Contractual Obligation

Functions in this program are required under Oregon Revised Statutes (ORS) Chapters 311 and 312. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of Assessment and Taxation (A& T) staffing. The DOR has determined that the staffing level for DART is already at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue. The County as an agent of the State carries out the functions under ORS 446.566 to ORS 446.646 related to mobile home ownership document transactions and trip permits.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,007,683	\$0	\$1,056,447	\$0
Contracts	\$146,900	\$0	\$142,925	\$0
Materials & Supplies	\$125,276	\$0	\$61,494	\$0
Internal Services	\$457,758	\$0	\$459,329	\$0
Total GF/non-GF:	\$1,737,617	\$0	\$1,720,195	\$0
Program Total:	\$1,737,617		\$1,720,195	
Program FTE	11.50	0.00	11.50	0.00
Program Revenues				
Fees, Permits & Charges	\$384,400	\$0	\$402,800	\$0
Intergovernmental	\$338,106	\$0	\$379,595	\$0
Other / Miscellaneous	\$250	\$0	\$500	\$0
Total Revenue:	\$722,756	\$0	\$782,895	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$379,595 allocated to DART Tax Revenue Management Program.

Program revenues of \$403,300 are from service fees, including foreclosure publication fees, title search fees, exemption late filing fees, delinquent personal property tax warrant and warrant recording fees, manufactured structure ownership transfer fees and trip permit fees, and miscellaneous tax collection and copy fees. Service fees are required by Oregon Revised Statutes and County Fee Ordinance, and may vary in volume depending upon economic influences, and some are linked to the volume of delinquent property taxes. The County serves as an agent of the State, and pursuant to an IGA, accepts payment on behalf of the State for mobile home ownership document transactions (\$55) and trip permits (\$5). The County is allowed to retain \$30 for each ownership document transaction completed, and all of the trip permit fees collected; total annual fees vary by volume of transactions. Exemption late filing fees may vary depending upon the timeliness of applications each year. The volume of service fees and other revenues is based upon historical averages. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

Last year this program was: #72027, DART Tax Revenue Management

Lead Agency: County Management

Program Contact: June Tilgner

Program Offer Type: Existing Operating

Related Programs: 72023, 72024, 72025A, 72026, 72030, 72033, 72034, 72035, 72037

Program Characteristics:

Executive Summary

The Division of Assessment, Recording and Taxation (DART) GIS & Parcel Management program creates and maintains official county maps for property taxation purposes, maintains the base map for the County's Geographic Information System (GIS), maintains property information and property tax roll descriptions, and provides direct customer service to property owners, taxpayers and the community.

Program Description

The GIS & Parcel Management program maintains up-to-date accessible property descriptions, county property tax maps and GIS. Current ownership and timely created accounts ensure that the correct owner is assessed the correct amount thus ensuring the tax is distributed as equitably as possible.

The program is responsible for maintaining accurate tax maps used to describe taxing district and urban renewal boundaries, process subdivisions, condominiums, and partition plats, and describe annexations and County road filings. Program staff develop databases that enable related work units access to shared data reducing transfer time and paper records. This program also contributes GIS mapping data to the Department of Revenue Oregon Map (ORMAP) program which provides a state-wide property tax parcel base map that is digital, publicly accessible and continually maintained. Direct customer service is provided to property owners, taxpayers and the community.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of New Tax Roll Accounts Created	0	615	447	500
Outcome	Average Number of Changes per FTE	0	6,488	4,565	6,200
Output	Number of Mapping & Tax Roll Changes	0	45,400	41,560	45,000

Performance Measure - Description

The number of New Tax Roll Accounts Created is affected by the volume of new plats, condominiums, and subdivisions recorded. There has been a significant decrease in the volume since FY 2009 and has continued through FY 2013. The number of Mapping & Tax Roll Changes includes audits and data clean-up activities that have taken place this year.

Legal/Contractual Obligation

Functions in this program are required under Oregon Revised Statutes (ORS) Chapters 86, 92, 93, 100, 198, 199, 222, 227,271 , 274,275, 306-308, 312,368, 457, 477,and 478. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance"(CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation (A&T) staffing. The DOR has determined that staffing is at the minimally acceptable level to perform the A&T function. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$418,664	\$0	\$401,534	\$0
Contracts	\$3,000	\$0	\$5,000	\$0
Materials & Supplies	\$45,456	\$0	\$45,530	\$0
Internal Services	\$77,578	\$0	\$77,303	\$0
Total GF/non-GF:	\$544,698	\$0	\$529,367	\$0
Program Total:	\$544,698		\$529,367	
Program FTE	5.20	0.00	4.15	0.00
Program Revenues				
Intergovernmental	\$122,084	\$0	\$137,065	\$0
Total Revenue:	\$122,084	\$0	\$137,065	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$137,065 allocated to DART GIS & Parcel Management Program. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72028, DART GIS & Parcel Management GIS Cartographer Sr position reclassified to Sr Data Analyst and transferred to DART Application Support Program (#72037) to provide support for A&T Software System. Sr Manager position allocation to program reduced by .05 FTE, which was transferred to Assessment Performance Analysis Program (#72029). Net reduction of 1.05 FTE from FY13 to FY14.

Lead Agency: County Management

Program Contact: June Tilgner

Program Offer Type: Existing Operating

Related Programs: 72023, 72030, 72031, 72032, 72033, 72034, 72035, 72037

Program Characteristics:

Executive Summary

The Assessment Performance Analysis Unit, within the Division of Assessment, Recording and Taxation (DART) is responsible for annual adjustments to Real Market Value resulting in assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts. Analysts develop and publish the annual Sales Ratio Study as required by statute.

Program Description

The Assessment Performance Analysis Unit links to DART appraisal and other programs and their contributions. Appraisal Data Analysts analyze sales, trends and other market data used to monitor, maintain and report valuation performance regarding Residential, Commercial, Multi-Family, and Industrial Appraisal Models. The Analysis Unit adjusts Real Market Values of all property in the County and publishes the annual Sales Ratio Study that evaluates and reports the effectiveness of appraisal programs to the Oregon Department of Revenue. The program assists in answering public and media questions about property values, contributing to the public's perception of fairness in assessing and collecting property taxes.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Projects Maintained	13	13	13	13
Outcome	Percentage of Residential Neighborhoods With Equity Compliance	90	90	90	90

Performance Measure - Description

The output measure called "Number of Projects" refers to the many specific annual studies and reports completed by the team, including the largest: Residential.

"Residential Equity Compliance" is a measure developed internally to demonstrate the consistency of values among properties in the same neighborhood as valuation models are adjusted. This self-imposed compliance goal is not designed to achieve an ever higher score but instead to prompt deep analysis of value variances that ensures consistent and accurate adjustments to value.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the County Assessment Function Funding Assistance (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of staffing. The DOR has determined that DART staffing is at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$339,247	\$0	\$352,966	\$0
Materials & Supplies	\$13,595	\$0	\$14,970	\$0
Internal Services	\$41,461	\$0	\$46,168	\$0
Total GF/non-GF:	\$394,303	\$0	\$414,104	\$0
Program Total:	\$394,303		\$414,104	
Program FTE	3.20	0.00	3.15	0.00
Program Revenues				
Intergovernmental	\$92,530	\$0	\$103,885	\$0
Total Revenue:	\$92,530	\$0	\$103,885	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$103,885 allocated to DART Assessment Performance Analysis Program. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72029, DART Assessment Performance Analysis

Removed allocation of .20 FTE Chief Appraiser position (transferred to Residential Appraisal (#72034) and Commercial Appraisal (#72033)). Added allocation of .15 FTE Sr Manager position to the program for FY14. Net Reduction of .05 FTE from FY13 to FY14.

Lead Agency: County Management

Program Contact: Sally Brown

Program Offer Type: Existing Operating

Related Programs: 72023, 72024, 72025A, 72026, 72027, 72028, 72029, 72031, 72032, 72033, 72034, 72035, 72037, 72038

Program Characteristics:

Executive Summary

Special Programs, within the Division of Assessment Recording & Taxation (DART), is responsible for processing applications relating to property tax exemptions or special assessments. Exempt properties are monitored by the program for continued qualification. Additional tax roll responsibilities include creating new tax accounts, processing corrections and verifying correct assessed values. Parcel management responsibilities of Special Programs maintains property information and property tax roll descriptions while providing direct customer service to interested parties.

Program Description

Special Programs manages parcels by updating existing accounts and creating new accounts in various databases and ensures that exempt and specially assessed property is valued in accordance with the law, which maximizes property tax revenues to fund County programs. Property taxes account for approximately 65% of the County's General Fund revenues. Failure to monitor this process will result in loss of taxable assessed value. Focus is on timely processing property descriptions, maintaining ownership and creating new accounts and compliance monitoring of existing exemptions, careful review of new applications, and resolving appeals. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation.

The Special Programs Group (SPG) maintains over 5,000 property tax exemptions for the War Veteran & Surviving Spouse program and the Active Duty Military program. In addition, there are over 8,000 accounts with exemption status for various types of organizations, including charitable, fraternal, and religious. SPG is responsible for specially assessed properties, which include farm, forest, historic, and other specially assessed programs mandated by law. Leasehold records are monitored to maintain accurate, taxable values on over 800 accounts where non-exempt tenants lease from exempt government agencies. Approximately five hundred field inspections are performed as part of the program's compliance activities. Staff calculates and redistributes Maximum Assessed Values in accordance with Measure 50 tax limitation requirements for thousands of new properties created each year. SPG contributes to the process to arrive at the total taxable assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts. This program ensures that exempt and specially assessed property is accurately assessed as required by the Oregon Revised Statutes (ORS). Maintaining accurate market values on all property relates to the bonding capacity and general obligation bond tax rates for taxing districts in the County.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Accounts Reviewed and Processed for Current Tax Roll	8,409	8,400	8,000	8,000
Outcome	Taxable Market Value Re-established to the Roll	475,336,577	325,000,000	500,000,000	500,000,000
Input	Total Exempt Accounts Monitored	37,186	34,450	37,000	37,000
Output	Total Number of Accounts Processed for Prior Tax Roll	2,996	3,000	3,040	3,040

Performance Measure - Description

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation staffing. The DOR has determined that DART is already at the minimally acceptable staffing level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,031,906	\$0	\$1,110,835	\$0
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$13,413	\$0	\$18,620	\$0
Internal Services	\$171,865	\$0	\$180,390	\$0
Total GF/non-GF:	\$1,217,184	\$0	\$1,309,845	\$0
Program Total:	\$1,217,184		\$1,309,845	
Program FTE	11.30	0.00	11.30	0.00
Program Revenues				
Intergovernmental	\$367,307	\$0	\$412,380	\$0
Total Revenue:	\$367,307	\$0	\$412,380	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$412,380 allocated to DART Property Assessment-Special Programs. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

Last year this program was: #72030, DART Property Assessment Special Programs

Lead Agency: County Management

Program Contact: Rick Teague

Program Offer Type: Existing Operating

Related Programs: 72023, 72024, 72025A, 72027, 72029, 72030, 72032, 72033, 72035, 72037

Program Characteristics:

Executive Summary

The Personal Property Assessment Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for valuing all taxable Business Personal Property accounts. Personal Property represents 5% of the value upon which taxes are levied for the benefit of all Multnomah County taxing districts.

Program Description

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on all taxable Personal Property accounts. Oregon Revised Statutes require annual filings from the 23,000 businesses in the county, comprising more than 40,000 accounts. 40% of those accounts are equipment-leasing companies. Values must be fully recalculated each year to reflect items added or disposed of by businesses and to calculate depreciation influence on remaining assets.

Appraisers perform field inspections and detailed reviews to identify businesses and properties omitted from the assessment roll. Appraisals are performed to defend values under appeal. This program assesses Personal Property accurately and fairly as required by Oregon Revised Statutes (ORS), maximizing property tax revenues to fund programs. Maintaining accurate Real Market Values on all property directly affects the maximum bonding capacity and general obligation bond tax rates for all applicable taxing districts in the County. Property taxes account for approximately 65% of the County's General Fund revenues. Under the Measure 50 tax limitation measure, there is no assumption of a 3% increase in personal property taxable value; instead, each business annually reports existing taxable property. Failure to monitor this process will result in loss of taxable assessed value and tax revenue. The focus is on discovery of new taxable property and resolving value appeals to minimize cost to taxpayers. Various computer and online tools are used to maximize appraisal efforts. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Non-Leased Accounts Processed, Coded and Valued	22,100	22,000	21,700	21,800
Outcome	Assessed Value in Millions of Personal Property Value Placed on the Tax Roll	2,276	2,200	2,288	2,290
Output	% of Accounts with Captured Asset Listings	67.0%	70.0%	75.0%	75.0%
Output	% of Accounts Filing Electronically	10.0%	12.0%	10.0%	10.0%

Performance Measure - Description

Oregon Revised Statutes requires appraisals to be at 100% of Market Value as of January 1st of each year, with all returns processed and valued by the third week of September. The Department of Revenue (DOR) annually reviews compliance through the Assessors Appraisal Plan. The DOR's most recent review determined that we are in compliance with standards. Failure to meet these standards can result in loss of County Assessment Function Funding Account (CAFFA) grant revenue and program control. We have increased our focus on improving efficiencies and better utilization of technology. We now capture the annual asset listings from businesses in a database and return them to the business each year for updating. In addition, larger businesses are encouraged to file their asset lists electronically. These take less time to process, reduce our costs, improve our accuracy, and reduce the need for account review.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) Chapters 92,205,294,305,306,307,308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation (A& T) staffing. The DOR has determined that DART is already at the minimally acceptable staffing level to perform their A& T functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$984,449	\$0	\$1,067,970	\$0
Contracts	\$10,000	\$0	\$10,000	\$0
Materials & Supplies	\$10,566	\$0	\$12,508	\$0
Internal Services	\$254,700	\$0	\$254,343	\$0
Total GF/non-GF:	\$1,259,715	\$0	\$1,344,821	\$0
Program Total:	\$1,259,715		\$1,344,821	
Program FTE	10.70	0.00	10.70	0.00
Program Revenues				
Intergovernmental	\$314,533	\$0	\$353,130	\$0
Total Revenue:	\$314,533	\$0	\$353,130	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$353,130 allocated to DART Personal Property Assessment Program. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72031, DART Personal Property Assessment OA2 position was transferred from Personal Property to Customer Service (Program 72024). A Fiscal Specialist Senior and an A&T Technician 1 were transferred from Personal Property to Industrial Appraisal (Program 72032) and reclassified as an Industrial Appraiser and a Property Appraiser 2. Three Data Entry positions were transferred from the Residential Appraisal (Program 72034) to Personal Property. No net change in FTE overall from FY13 to FY14.

Lead Agency: County Management

Program Contact: Rick Teague

Program Offer Type: Existing Operating

Related Programs: 72023, 72024, 72026, 72029, 72030, 72031, 72033, 72035, 72037

Program Characteristics:

Executive Summary

The Property Assessment-Industrial Program, within the Division of Assessment, Recording and Taxation (DART) is responsible for valuing, appraising and/or maintaining all local and state industrial property. Industrial property represents approximately 5% of the total taxable assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts.

Program Description

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on 250 county-responsibility industrial properties and maintenance of 440 accounts appraised by the Oregon Department of Revenue. In addition this program is responsible for maintaining Real Market Value and Maximum Assessed Value on 524 billboard accounts. All industrial property owners are required to file industrial property returns annually. A number of industrial plants are physically inspected and audited every year. Appraisers perform appraisals to defend values under appeal. Industrial properties are high-value accounts; loss on appeal can result in large tax refunds paid by taxing jurisdictions with interest. Focus is on proper classification of taxable property and resolving value appeals to minimize cost to taxpayers. Use of various computer and online tools maximize appraisal efforts. This program appraises industrial property accurately and fairly as required by the Oregon Revised Statutes (ORS), maximizing property tax revenues to fund programs. Maintaining accurate Real Market Values on all property directly affects the maximum bonding capacity and general obligation bond tax rates for all applicable taxing districts in the County. Property taxes account for approximately 65% of the County's General Fund revenues. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Industrial Accounts Maintained	700	700	937	940
Outcome	Assessed Value placed on the Tax Roll (in millions)	2,670	2,670	2,772	2,800
Efficiency	Percentage of Sites Reviewed for Transfer	8.0%	10.0%	20.0%	20.0%

Performance Measure - Description

Oregon Revised Statutes (ORS) requires property appraisals to be at 100% of Market Value as of January 1st of each year, with all returns processed and values placed on the roll by the third week of September. Failure to meet standards can result

in loss of County Assessment Function Funding Account (CAFFA) grant revenue and program control.

Program measures "Accounts Maintained" and "Assessed Value Placed on Roll" include both state and county-responsibility industrial sites in order to better reflect the contribution of this program. The number of Accounts Maintained increased as a result of a statute change requiring industrial machinery and equipment to be listed on their own separate account.

The "Reviewed for Transfer" project began with a list of 75 potentially misclassified sites. Proper classification is required by law and results in more accurate whole plant valuation.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175 the DOR determines the acceptable level of assessment and taxation (A&T) staffing. The DOR has determined that DART is already at the minimally acceptable staffing level to perform their A& T functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$721,997	\$0	\$822,142	\$0
Contracts	\$0	\$0	\$0	\$0
Materials & Supplies	\$15,595	\$0	\$24,619	\$0
Internal Services	\$99,355	\$0	\$99,558	\$0
Total GF/non-GF:	\$836,947	\$0	\$946,319	\$0
Program Total:	\$836,947		\$946,319	
Program FTE	5.55	0.00	7.55	0.00
Program Revenues				
Intergovernmental	\$222,003	\$0	\$249,245	\$0
Total Revenue:	\$222,003	\$0	\$249,245	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$249,245 allocated to DART Property Assessment-Industrial Program. Remaining Program support is from General Fund revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72032, DART Property Assessment Industrial

Increase of 2.00 FTE. In order to gain more control over the valuation of industrial property in Multnomah County, we are taking back from the Department of Revenue, responsibility for valuation of 160 principal or secondary industrial accounts. A Finance Specialist Sr position in Personal Property (Program 72031) was reclassified as an Industrial Appraiser and transferred to Industrial Program. An A&T Technician 1 was transferred from Personal Property (Program 72031) and reclassified it as a Property Appraiser 2.

Lead Agency: County Management **Program Contact:** Richard Deich
Program Offer Type: Existing Operating
Related Programs: 72023, 72024, 72029, 72030, 72032, 72034, 72035, 72037
Program Characteristics:

Executive Summary

The Commercial Property Appraisal Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for valuing and appraising all commercial, small and large multi-family property. Commercial property represents 19% of the total taxable assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts.

Program Description

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on 22,000 commercial, and multifamily properties. Staff physically inspects and appraises 650 properties annually due to permits having been issued for new construction, remodeling or renovation.

Under Measure 50, such appraisals add new value for taxing districts beyond the statutorily required 3% increase in Maximum Assessed Value. Appraisals are also performed to defend values under appeal; and to verify that sales of property are valid market-based transactions that can be used to adjust automated valuation models, to appraise other property, and to generate the annual Ratio Report that measures the effectiveness of the program. This program primarily contributes to the fair and accurate appraisal of commercial property as required by the Oregon Revised Statutes (ORS).

Maintaining accurate Real Market Values on all property directly affects the maximum bonding capacity and general obligation bond tax rates for all applicable taxing districts in the County. This program ensures that all commercial property is valued in accordance with the law, which maximizes property tax revenues to fund programs for the County and other jurisdictions. Property taxes account for approximately 65% of the County's General Fund revenues.

Various computer and online tools are used to maximize appraisal effort. Focus is on discovery of new taxable property and resolving value appeals to minimize cost to taxpayers. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Accounts Appraised	622	550	605	700
Outcome	New Taxable Exception Value in Millions	960	850	840	970
Efficiency	% Automated Recalculation	7.6%	20.0%	7.6%	7.6%
Outcome	% Market Groupings with COD Compliance	73.0%	85.0%	85.0%	85.0%

Performance Measure - Description

Oregon law requires property appraisals to be at 100% of Market Value as of January 1 of each year within standards established by the Oregon Department of Revenue (DOR). One of the primary standards is a statistical measure called the Coefficient of Dispersion (COD). Failure to meet these standards can result in loss of CAFFA grant revenue and program control. The DOR annually reviews compliance through three required reports: The Assessor's Certified Ratio Study, the Assessor's Appraisal Plan and the CAFFA Grant application. The DOR's most recent review as of 2012 determined that this program complies with standards.

Estimates made regarding new taxable value from Measure 50 exceptions are speculative due to the difficulty in predicting market forces. With the real estate market still in recovery, we are focused on physical reappraisal, targeted resource allocation and improved methodology to maximize assessments. The % of Automated Reclaculation actual for FY11-12 at 7.6% was a reduction from FY10-11 actual of 53%, due to the transfer of high rise condominium projects and 5-20 unit apartment complexes from Commercial Appraisal to Residential Appraisal. The number of Accounts appraised in FY11-12 at 622 was less than the original estimated 2,000, due to a change in the method of measuring to reflect a more accurate representation of the number of Accounts Appraised.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the County Assessment Function Funding Assistance (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of staffing. The DOR has determined that DART staffing is at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,440,588	\$0	\$1,540,208	\$0
Contracts	\$30,500	\$0	\$30,500	\$0
Materials & Supplies	\$73,931	\$0	\$74,351	\$0
Internal Services	\$203,834	\$0	\$210,608	\$0
Total GF/non-GF:	\$1,748,853	\$0	\$1,855,667	\$0
Program Total:	\$1,748,853		\$1,855,667	
Program FTE	15.30	0.00	14.40	0.00
Program Revenues				
Intergovernmental	\$423,248	\$0	\$475,185	\$0
Total Revenue:	\$423,248	\$0	\$475,185	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$475,185 allocated to DART Commercial Appraisal Program. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72033, DART Commercial Property Appraisal
 Transferred position from Commercial Appraisal to Residential Appraisal (#72034); Chief Appraiser allocation changed from 30% in FY13 to 40% in FY14 +.10 FTE; Net reduction of .90 FTE from FY13 to FY14.

Lead Agency: County Management **Program Contact:** Leslie CECH
Program Offer Type: Existing Operating
Related Programs: 72023, 72024, 72028, 72029, 72030, 72033, 72035, 72037
Program Characteristics:

Executive Summary

The Residential Property Appraisal Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for valuing and appraising all residential-use Real Property, residential converted to commercial use, generic commercial use and 5-5 unit multi family apartments. Residential Property represents 62% of the total taxable assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts.

Program Description

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on 209,400 single family and two-four family properties; 35,400 condominiums; 4,900 manufactured homes; 1,800 floating properties; 2,800 farm/forest deferral properties; 2,200 5-20 multifamily unit properties; and 1,300 business accounts. Staff physically inspects and appraises 7,000 to 8,000 properties annually due to permits issued for new construction, remodeling or renovation. They also appraise 3,000 to 4,000 properties annually discovered through the sales confirmation process as having been significantly improved without apparent issuance of building or trade permits.

Under Measure 50, such appraisals add new value for taxing districts beyond the statutorily required 3% increase in the Maximum Assessed Value. Appraisals are also performed to defend values under appeal; and to verify that sales of property are valid market-based transactions that can be used to adjust automated valuation models, to appraise other property, and to generate the annual Ratio Report that measures the effectiveness of the program. This program primarily contributes to the fair and accurate appraisal of residential property as required by the Oregon Revised Statutes (ORS).

Maintaining accurate Real Market Values on all property directly affects the maximum bonding capacity and general obligation bond tax rates for all applicable taxing districts in the County. The program ensures that all residential property is valued in accordance with the law, which maximizes property tax revenues to fund programs for the County and other jurisdictions. Property taxes account for approximately 65% of the County's General Fund revenues.

Various computer and online tools are used to maximize appraisal effort. Focus is on discovery of new taxable property. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Accounts Appraised	16,019	15,000	15,000	15,000
Outcome	New Taxable Exception Value in Millions of Dollars	322	400	400	400
Efficiency	Accounts Appraised per Appraiser	668	700	700	700
Outcome	% Neighborhoods with COD Compliance	89	98	98	98

Performance Measure - Description

Oregon law requires property appraisals to be at 100% of Market Value as of January 1 of each year within standards established by the Oregon Department of Revenue (DOR). One of the primary standards is a statistical measure called the Coefficient of Dispersion (COD). Failure to meet these standards can result in loss of CAFFA grant revenue and program control. The DOR annually reviews compliance through three required reports: The Assessor's Certified Ratio Study, the Assessor's Appraisal Plan and the CAFFA Grant application. The DOR's most recent review as of 2012 determined that this program complies with standards.

Estimates made regarding new taxable value from Measure 50 exceptions are speculative due to the difficulty in predicting market forces. With the real estate market still in flux, we are focused on physical reappraisal, targeted resource allocation and improved methodology to maximize assessments.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) Chapters 92,205,294,305,306,307,308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the County Assessment Function Funding Assistance (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of staffing. The DOR has determined that DART staffing is at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$2,958,735	\$0	\$3,087,062	\$0
Contracts	\$10,500	\$0	\$10,500	\$0
Materials & Supplies	\$131,244	\$0	\$120,675	\$0
Internal Services	\$402,285	\$0	\$436,263	\$0
Total GF/non-GF:	\$3,502,764	\$0	\$3,654,500	\$0
Program Total:	\$3,502,764		\$3,654,500	
Program FTE	29.25	0.00	29.35	0.00
Program Revenues				
Intergovernmental	\$862,680	\$0	\$968,540	\$0
Total Revenue:	\$862,680	\$0	\$968,540	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$968,540 allocated to DART Residential Appraisal Program. Remaining Program support is from General Fund Revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72034, DART Residential Property Appraisal

Small apartments (5-20 units) formerly reported in commercial (72033) are now reported in this program.

One position reclassified from Data Analyst Sr. to Property Appraiser 2 and transferred from Administration(#72023) to Residential Appraisal(#72034)+1.00 FTE; Transferred a position from Commercial Appraisal (#72033) to Residential (#72034) +1.00 FTE; One Position reclassified from A&T Technician 1 to Property Appraiser 2 and transferred from Customer Service & County Clerk (#72024/#72025) to Residential Appraisal (#72034) +1.00 FTE; Three A&T Data Entry Operator positions transferred from Residential to Personal Property (-3.00 FTE); Allocation of Chief Appraiser position changed from 25% in FY13 to 35% in FY14 +.10 FTE. Net Change overall due to above reorganizations from FY13 to FY14 = +.10 FTE

Lead Agency: County Management

Program Contact: June Tilgner

Program Offer Type: Existing Operating

Related Programs: 72023, 72024, 72025A, 72026, 72027, 72028, 72029, 72030, 72031, 72032, 72033, 72034, 72037

Program Characteristics:

Executive Summary

This multi-year system upgrade project was initially approved in the FY 2008 Budget. The Division of Assessment, Recording and Taxation is replacing the outdated Assessment and Taxation system. A request for proposal was published at the end of FY 2008 with the evaluation of proposals, selection of a vendor and contract negotiations proceeding through FY 2009. FY 2010 activities included detailed analysis of the required functionality and the vendor's software application, and defining the programming changes required due to Oregon property tax statutes. In FY 2011 the detailed analysis and definition of programming changes were completed and the vendor started development and data migration. The project's major stages will be completed in FY 2014 with the completion of development, testing of those changes, staff training and implementation of the new software.

Program Description

The Division of Assessment, Recording and Taxation (DART) is seeking a system upgrade that features integration among all DART business functions, including GIS, document recording, real property assessment, business personal property assessment, tax collection and tax distribution. The program mission is to improve property assessment and taxation services to the customers and stakeholders of Multnomah County by replacing existing legacy software with current technology that will include, and enhance, integration with other applications. The new software application will substantially reduce systemic gaps and duplication of data that exists in our current environment. The technology will increase staff efficiency and the ability to accommodate an increasing workload, playing a key role in e-government for Multnomah County, and employ an IT architecture that considers integration with County standard infrastructure. The program goals and objectives are: 1) Acquire and implement available information technology, replacing the current Assessment and Taxation computer application, to achieve greater operation efficiency and revenue enhancement while maintaining or improving accuracy and compliance for A& T business functions; 2) Reduce costs of targeted operations so that human resources can be more productively used; 3) Improve public visibility, accessibility, and convenience of assessment, taxation and recording services via web-based electronic and online resources, while maintaining appropriate control over publicly sensitive personal information.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of A&T System Project Milestones Met	0	1	0	8
Outcome	% of A&T Project Milestones Completed on Time and within Budget	0.0%	100.0%	0.0%	100.0%

Performance Measure - Description

The multi-year project to select and implement a new A& T system has met the following milestones: FY 2008 - Publish RFP; FY 2009 - Evaluate Proposals, Select Vendor and Negotiate Contract; FY 2010-GAP Analysis Start, Design Start, Development Start (a), Server/Oracle Installed, FY 2011 - GAP Analysis Finish, Design Finish, Development Start (b), Data Migration Start, and Integrations Start. The FY 2013 milestones will be carried forward to FY14: Development Finish, Data Migration Finish, System Testing, Training, PC Deployment, Integrations Finish, Go-Live and Post Go-Live Support.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$299,462	\$0	\$239,140
Contracts	\$0	\$1,780,016	\$0	\$1,624,116
Materials & Supplies	\$0	\$1,451,805	\$0	\$1,578,619
Total GF/non-GF:	\$0	\$3,531,283	\$0	\$3,441,875
Program Total:	\$3,531,283		\$3,441,875	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Other / Miscellaneous	\$0	\$3,531,283	\$0	\$3,441,875
Total Revenue:	\$0	\$3,531,283	\$0	\$3,441,875

Explanation of Revenues

BWC represents estimated carryover of unspent Fund 2504 project fund balance, and is based upon BWC in FY13, less estimated project expenditures during FY13.

Significant Program Changes

Last year this program was: #72035, DART Assessment & Taxation System Upgrade

Lead Agency: County Management

Program Contact: June Tilgner

Program Offer Type: Support

Related Programs: 72023, 72024, 72025A, 72026, 72027, 72028, 72029, 72030, 72031, 72032, 72033, 72034, 72035, 72038

Program Characteristics:

Executive Summary

Division of Assessment, Recording & Taxation (DART) Applications Support Program supports the applications used by all of the DART's linked programs. Responsibilities include tax roll calculation and certification, tax statement production, requests for information and data files from both internal and external sources and supporting the DART application users.

Program Description

DART's Application Support Program performs the functions that support the certification of the annual tax roll, including calculating tax rates and taxes, producing tax statements, and producing reports required by the Oregon Department of Revenue. As a result the program assists in answering public and media questions about property tax bills, contributing to the accountability factor of the public's perception of fairness in assessing and collecting property taxes. In addition to certifying the annual tax roll, the Program responds to requests for information and data files from both internal and external sources. The Program manages the working relationship with the application software and hardware vendors, as well as the County Information Technology Division; including consulting on contract formulation and implementation support. The Program answers user questions, resolves problems, and provides advice on the effective use of the DART's business application systems.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of Requests & Support Activities Completed	2,155	3,500	2,350	3,500
Outcome	% of Requests Associated with Program Revenue	5.0%	4.0%	4.0%	4.0%

Performance Measure - Description

The Number of Requests & Support Activities measures an Activity representing a single request or contact, even if that request is for 5 data files to be created and sent to the client.

The percent of Requests Associated with Program Revenue is also a new measure, indicating the portion of the program's work activities associated with a portion of our revenue.

Legal/Contractual Obligation

This program supports the Division of Assessment, Recording & Taxation in its compliance with Oregon Revised Statutes (ORS) Chapters 92, 205, 294,305-312, and 321 . Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175 the DOR determines the acceptable level of assessment & taxation staffing. The DOR has determined staffing levels are at the minimally acceptable level to perform the A&T function. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$763,679	\$0	\$835,292	\$0
Contracts	\$49,750	\$0	\$56,925	\$0
Materials & Supplies	\$325,157	\$0	\$338,130	\$0
Internal Services	\$163,308	\$0	\$171,502	\$0
Total GF/non-GF:	\$1,301,894	\$0	\$1,401,849	\$0
Program Total:	\$1,301,894		\$1,401,849	
Program FTE	5.80	0.00	6.70	0.00
Program Revenues				
Fees, Permits & Charges	\$70,000	\$0	\$50,000	\$0
Intergovernmental	\$197,023	\$0	\$221,200	\$0
Total Revenue:	\$267,023	\$0	\$271,200	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant, which supports Assessment & Taxation Programs, provides reimbursement of approximately 25% of Assessment & Taxation program expenditures, and can vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,950,000 for FY14, with \$221,200 allocated to DART Applications Support Program.

Program revenue of \$50,000 is from service fees for access to Assessment & Taxation information (subscription website user fees) and requests for Assessment and Taxation data files. Service fees are authorized by Department of County Management Fee Ordinance. Fees are projected based upon historical trends. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #72037, DART Applications Support

Position reclassified from GIS Cartographer Sr to Data Analyst Sr and Transferred from GIS & Parcel Management (Program #72028) to DART Application Support (Program #72037) (+1.00 FTE); Program Manager allocation to Program #72037 changed from 80% in FY13 to 70% for FY14 (-.10 FTE); Net Increase of .90 FTE from FY13 to FY14

Lead Agency: County Management

Program Contact: Sally Brown

Program Offer Type: Existing Operating

Related Programs: 72023, 72027, 72030, 72037

Program Characteristics:

Executive Summary

The Tax Title Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for the management, maintenance and disposition of the County's tax foreclosed property inventory. The County's foreclosed property portfolio consists of 277 properties. Every year property is deeded to the county in the fall through Tax Foreclosure, this year the County received 6 properties. Of the current inventory, approximately 77% of the properties are strips of various sizes, 20 % are vacant lots that are mostly irregular in shape and not buildable, and 3% are properties with improvements or structures. Properties are sold at public auction and by entering into private sales with adjacent owners. The inventory is also reduced by transferring properties to government agencies, non-profit housing developers, and non-profit corporations for public use.

Program Description

The County comes into ownership of real property at least once a year through the foreclosure of delinquent property tax liens. The tax foreclosed properties are placed into the Special Program Group's (SPG) inventory and are managed and disposed of pursuant to Multnomah County Code, Chapter 7. Shortly after the properties are deeded to the County they are made available for repurchase to the former owners of record. SPG researches and inspects the properties received to determine highest and best use of the property. To assure this section's fiscal stability the department will identify property to be sold at public auction, private sale or available for donation to governments, non-profit housing sponsors or Open Space Preservation Sponsors.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Properties remaining in Tax Title Inventory	327	345	285	258
Outcome	Properties placed back on the tax roll & into community use	35	30	79	48
Outcome	Revenue disbursed to taxing districts for public use	244,169	371,768	371,768	473,099

Performance Measure - Description

The goal of the program is to reinstate tax foreclosed properties to the tax roll or into public use. At the end of every budget year the tax foreclosed property revenues are totaled, operating expenses and set asides are accounted for and the balance of revenue is disbursed to taxing districts.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS) 275 details how counties are to manage & dispose of tax foreclosed properties. ORS 312 details the foreclosure process & responsibilities of the county including guidance on how the redemption period can be reduced when there is evidence of waste and abandonment. ORS 271 provides information concerning the transfer of foreclosed properties to non-profits & government agencies. ORS 98 details procedures concerning abandoned property & vehicles at foreclosed property. Multnomah County Code Chapter 7 specifically states how tax foreclosed properties are to be managed and the process to be used for disposition.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$110,055	\$0	\$116,479	\$0
Contracts	\$450,788	\$0	\$553,119	\$0
Materials & Supplies	\$35,922	\$0	\$45,890	\$0
Internal Services	\$16,535	\$0	\$15,712	\$0
Total GF/non-GF:	\$613,300	\$0	\$731,200	\$0
Program Total:	\$613,300		\$731,200	
Program FTE	1.20	0.00	1.20	0.00
Program Revenues				
Fees, Permits & Charges	\$567,300	\$0	\$700,300	\$0
Taxes	\$25,000	\$0	\$16,700	\$0
Other / Miscellaneous	\$21,000	\$0	\$14,200	\$0
Total Revenue:	\$613,300	\$0	\$731,200	\$0

Explanation of Revenues

The Program is financially self sustaining. Program revenues include contract principle estimated at \$16,700 and interest estimated \$14,200 from contracts and repurchases of tax foreclosed properties.

Sales of Tax Foreclosed Properties (auction sales, repurchases, and private party sales) are estimated at \$700,000 for FY14. Fees of \$300 are for transfers of Tax Foreclosed properties and are charged in accordance with County Fee Ordinance.

When program actual revenues exceed the program's operating costs, the excess is distributed to the taxing districts in Multnomah County, in accordance with ORS 275.275, and per formula provided in ORS 311.390.

Significant Program Changes

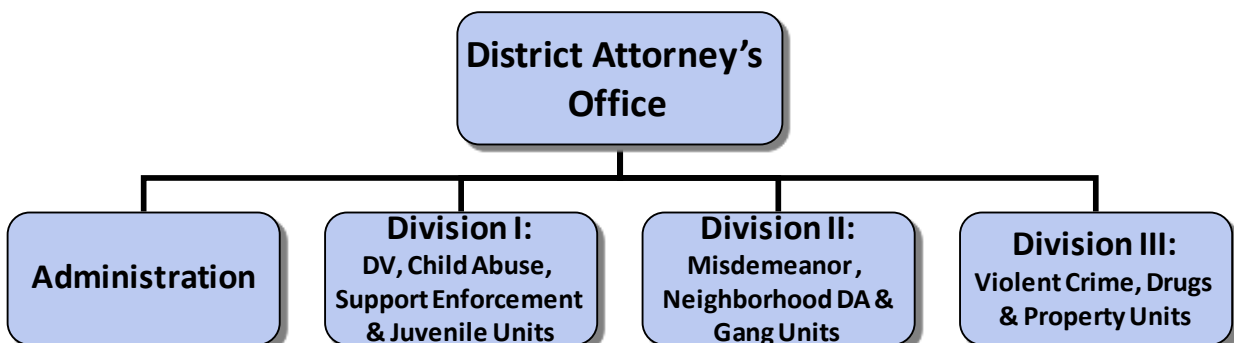
Last year this program was: #72038, DART Tax Title

Department Overview

Prosecution services are the cornerstone of any effective public safety system. The District Attorney's Office reviews and prosecutes criminal cases referred by seven police agencies within the county. It also represents the State of Oregon in cases of juvenile dependency, delinquency, and on matters related to child support.

The Multnomah County District Attorney's Office is committed to the open and balanced administration of justice – one that honors and respects diversity in all of its forms – and works diligently to protect children and victims of crime and maintain timely and appropriate sanctions for offenders who engage in criminal activity. The District Attorney's Office operates under these guiding principles:

- To enforce the Rule of Law by providing fair, equitable, and unbiased prosecution services.
- To be responsive to the needs of our community by proactively working to resolve emerging crime issues through outreach and education.
- To provide effective services to victims of crime by educating them about their constitutional and statutory rights, providing compassionate guidance and support through legal processes, and communicating case outcomes.
- To be responsive to law enforcement partners by being flexible in addressing emerging trends in criminal activity and providing expert legal advice and guidance.
- To work collaboratively with criminal justice system partners to affect positive change by looking at and developing new and innovative programs, best practices, and leveraging technological advancements.
- To find ways at both the adult and juvenile levels to provide education and access to community services to reduce reentry into the criminal justice system.
- To provide the best and most cost effective child support services.



Budget Overview

The District Attorney's Office has a total budget of \$26.8 million, an increase of 4.2% or \$1.0 million more than FY 2013.

The General Fund budget is \$20.6 million, which is an increase of 7.2% or \$1.4 million over FY 2013. Most of this increase is due to annual personnel increases. The General Fund includes \$70,000 for a 0.50 FTE to backfill the loss of City of Portland funding for the Neighborhood DA - Prostitution and Sex Trafficking program (15019B). The General Fund also includes new funding of \$116,500 for the Mental Health DA (15018B) to staff the Mental Health Court at Bud Clark Commons.

A small portion of the increase is \$183,375 of one-time-only General Fund for the following technology programs:

- DA Tablet Project (15002B) equips all attorneys in the office with tablet computers which will enable them to be more efficient and effective in carrying out their duties inside and outside the courtroom. This program will help modernize the traditionally paper-centric environment.
- Courthouse Wireless Project (15002C) creates a secure wireless network with internet access within the County Courthouse in order to maximize the benefits associated with the DA tablet project.
- Conference Room Technology Enablement (15002D) equips the DA's main conference room with a television and computer for use during meetings, trainings and court-related proceedings.

Funding from other funds is reduced year over year by \$325,400 or 5.0%. Most of this decrease is reduced funding from the City of Portland. Through the City-County agreement the 1.00 Victims Advocate at the Gateway Center for Domestic Violence which was previously funded by the City will now be funded from County General Funds.

The FY 2014 budget full time equivalents (FTE) are essentially flat year over year.

Budget Trends*	FY 2012	FY 2013	FY 2013	FY 2014	Difference
	<u>Actual</u>	<u>Current Estimate</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>	
Staffing FTE	196.00	193.20	193.20	194.50	1.30
Personnel Services	\$20,591,577	\$21,324,938	\$21,721,456	\$22,434,327	\$712,871
Contractual Services	856,870	916,182	882,202	987,656	105,454
Materials & Supplies	2,588,341	3,238,688	3,122,682	3,375,168	252,486
Capital Outlay	<u>19,946</u>	<u>16,558</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Costs	\$24,056,734	\$25,496,367	\$25,726,340	\$26,797,151	\$1,070,811

*Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

Successes:

As with years past, our community continues to experience high levels of gun and gang violence, property crime, drug manufacturing and distribution, and other criminal activity. The District Attorney's Office continues to do a tremendous job of holding the most dangerous offenders accountable while using resources as efficiently and effectively as possible. While budgetary trends of the last five years have placed significant pressure on our staffing levels, we continuously adapt to ensure we are adequately addressing our community's most pressing public safety needs.

Over the course of the last two years, the intersection of mental health challenged individuals and the justice system has been thrust into local and national public safety discourse. In September 2012, in response to the increasing numbers of seriously mentally ill offenders interacting with the local justice system and the US Department of Justice's investigation of the Portland Police Bureau, the District Attorney created a "pilot" position – the Mental Health Deputy DA. This "pilot" position was created using existing resources, and assigned to conduct civil commitment hearings, Mental Health Court, and to engage in outreach and training. The District Attorney's Office is pleased to have the Mental Health Deputy DA position fully funded in FY 2014 so we can continue our important work in this area.

In late FY 2012, pairing General Fund dollars with those from the Oregon Department of Justice, the District Attorney's Office implemented a Restitution Pilot Project aimed at improving establishment and collection of court ordered restitution in criminal cases. The District Attorney's Restitution Unit has established practices that allow us to ensure that victims will have the opportunity to request restitution. Those practices include instituting uniform standards, various checkpoints and statistical gathering mechanisms to prevent people from falling through the cracks. As a result, the Restitution Unit has more than doubled the rate of victim contact on cases where restitution is at issue. Restitution collections have seen a marked increase in the time since the funding went into effect, seeing a return to 2007, pre-recession collections levels. These efforts have allowed the Multnomah County District Attorney's Office to ensure that victims' constitutional right to prompt restitution is realized.

Continuing the recent history of success in difficult economic times, the District Attorney's Support Enforcement Division collected over \$30 million in child support, all of which went to helping households in Multnomah County.

Challenges:

Like most departments, the DA's Office is facing budgetary pressure at the federal, state, county, and city level. While the county funding looks better for FY 2014 than it has in recent years, only about 80% of the DA's budget comes from the General Fund. The remaining 20% comes from federal, state, and city dollars. Because nearly 85% of the District Attorney's budget goes towards personnel costs, any reduction in revenue often means personnel cuts or reductions to important programs. Given the significant role this office plays in keeping our community safe, prioritizing potential cuts in an already strained budgetary environment has proven to be no small task.

Diversity and Equity

The District Attorney's Office is fully committed to workplace diversity and equity, with the goal of providing outstanding service to the many different people and populations within Multnomah County. It is the policy of the District Attorney that all staff and attorneys maintain the highest ethical and professional standards, and that includes acting with regard for the ways in which the justice system impacts different populations. One example of that effort can be seen in our Victims Assistance Program. Our Victims Advocates work hard to eliminate the cultural barriers that can prevent victims from taking advantage of their legal rights and criminal justice processes. That includes being mindful of cultural sensitivities, producing resource-based documents in many different languages, using interpreters and translation services, and partnering with social-service agencies.

In January of 2013, the District Attorney's Office established the Equity, Dignity, and Opportunity Council: Now and For the Future (EDOC) in an effort to renew and rejuvenate its commitment to work in the areas of diversity and equity. The EDOC is a 12 member group which meets weekly, addressing topics relevant to the Office both internally, and through connections to our community. This committee is already having a positive impact on the District Attorney's work in this area.

Budget by Division

Division Name	FY 2014 General Fund	Other Funds	Total Division Cost	Total FTE
Administration	\$5,333,696	\$806,109	\$6,139,805	40.50
Division I: DV, Child Abuse, Support Enforcement & Juvenile Units	4,151,036	4,413,390	8,564,426	61.00
Division II: Misdemeanor, Neighborhood DA & Gang Units	5,936,869	643,498	6,580,367	51.00
Division III: Violent Crime, Drugs and Property Units	<u>5,240,600</u>	<u>271,953</u>	<u>5,512,553</u>	<u>42.00</u>
Total District Attorney's Office	\$20,662,201	\$6,134,950	\$26,797,151	194.50

Administration

The administrative branch sets policy and provides leadership, coordination, resource allocation, and direction for the Office's three divisions. It also sets policy and provides direction related to work with local law enforcement and social service agencies, local businesses, and the public. Administration includes the following:

- Administrative Services – Provides office management functions, sets office policy, and ensures compliance with rules and laws.
- Human Resources – Manages recruitment, payroll, the HR module in SAP, and benefits.
- Information Technology – Supports desktop computer systems, software applications, and servers; maintains the Document Management System and the Juvenile/Adult CRIMES case management systems; and provides data analysis.
- Finance – Manages all accounts payable/receivable, general ledger, petty cash, travel and training arrangements, fiscal reporting, budget preparation, grant reporting/monitoring, purchasing and contracts
- Records/Discovery – Fulfills the Office's statutory responsibility to provide case specific discovery documents, and provides file storage and retrieval.
- Victims Assistance – Assists victims of crime with crisis response, advocacy, court preparation and accompaniment, referral to services, and assistance with obtaining restitution.

Significant Changes

\$82,346 for 1.00 Victims Advocate (15005B) included as part of the City/County agreement to backfill City of Portland reductions.

Administration was granted over \$180,000 in County one-time-only money for technology-related upgrades in programs 15002B, 15002C, and 15002D. The DA Tablet Program (15002B) will equip all deputy district attorneys with tablet computers for use in the courtroom. The Courthouse Wireless Program (15002C) will outfit the Multnomah County Courthouse with a secure wireless network, allowing for internet access in the courtroom. The DA Conference Room Technology Program (15002D) will equip the District Attorney's main conference room with modern equipment for use during meetings and court proceedings.

Division I: Domestic Violence, Child Abuse, Support Enforcement and Juvenile Units

Division I is comprised of four of the six units which, in previous years, were known as the Community and Family Justice Division: the Domestic Violence Unit, the MDT Child Abuse Unit, Juvenile, and Child Support Enforcement (SED). Consistent with historical efforts, Division I works to strengthen services for children and families in Multnomah County.

- Domestic Violence Unit – Reviews and prosecutes domestic violence cases including misdemeanors, felonies, homicides, and violation of restraining orders.
- MDT Child Abuse Unit – Reviews and prosecutes cases involving the physical and/or sexual abuse of children and intervenes to protect abused or neglected children in Dependency Court.
- Juvenile – Prosecutes juveniles who have committed crimes ranging from misdemeanors to homicides, intervenes to protect abused or neglected children in Dependency Court, and frees children for adoption.
- Child Support Enforcement – Establishes and enforces child support and medical orders.

Significant Changes

Division I is reduced by 1.00 FTE Legal Assistant 1 and 1.00 FTE Support Enforcement Agent in the Child Support Program (15015) due to a reduction of State General Fund revenue.

Division II: Misdemeanor Prosecution, Neighborhood DA and Gang Units

Division II is comprised of two of the six units formerly known as the Community and Family Justice Division and two formerly of the Felony Court Division: the Misdemeanor Prosecution Unit, the Neighborhood Unit, Unit C/ Gangs, and Investigations.

- Misdemeanor Prosecution Unit/Intake – Reviews and prosecutes misdemeanor crimes, traffic crimes, and city ordinance violations, including in Community Court, the venue for prosecuting community-related, non-violent, and quality of life crimes.
- Neighborhood Unit – Works closely with community groups, neighborhood associations, business groups and local law enforcement to identify emerging criminal activity and develop and implement strategies to prevent crime.
- Unit C/Gangs – Prosecutes a variety of felony crimes including: homicide, robbery, weapons offenses, gang crimes, vehicular homicide and assault, arson, residential burglary and felony animal abuse.
- Investigations – In partnership with the Multnomah County Sheriff's Office, the Portland Police Bureau, and the Gresham Police Department, provides investigation services for felony, misdemeanor, juvenile, and family crimes.

Significant Changes

The new Mental Health Deputy Program (15018B), funded by the County General Fund, is a 1.00 FTE DDA2 position increase.

\$70,000 in General Fund backfill for 0.50 FTE DDA2 in the Neighborhood DA Program behind the City of Portland's cut of the Prostitution DDA position.

Division III: Violent Crime, Drugs and Property Units

Division III is comprised of four of the six units which, in previous years, were known as the Felony Court Division: Unit A, Unit B, Unit D, and the Pretrial Unit.

- Unit A – Prosecutes felony property and theft crimes including theft, forgery, identity theft, white collar crime, and theft targeting the elderly.
- Unit B – Prosecutes felony drug and vice crimes including manufacturing, distribution, and possession of controlled substances.
- Unit D – Prosecutes felony violent person crimes including aggravated assault, rape, kidnap, sex offenses, murder, compelling prostitution, and official misconduct.
- Pretrial Unit – Represents and/or coordinates judicial appearances for the District Attorney's Office in post-conviction relief, felony arraignments, extradition, transport of material witnesses, expunctions, civil litigations, and administration of the Grand Jury.

Significant Changes

Division III is reduced by 0.50 FTE DDA3 in the Property Crime Unit (15007) due to a reduction in Federal funding.

Funding for 1.00 DDA2, the Drug Impact Area DDA (15008B), is unsecured due to ongoing negotiations between the City of Portland and the District Attorney.

District Attorney's Office

The following table shows the programs that make up the Office's total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Administration					
15000	Management Services	\$852,873	\$0	\$852,873	6.00
15001	Administrative Support Services	1,094,753	0	1,094,753	3.00
15002A	Information Technology	1,723,494	0	1,723,494	6.00
15002B	DA Tablet Project	105,000	0	105,000	0.00
15002C	Courthouse Wireless Project	75,575	0	75,575	0.00
15002D	DA Conference Room Technology Enablement	2,800	0	2,800	0.00
15003	Finance/Human Resources	517,587	0	517,587	5.50
15004	Records/Discovery	632,272	0	632,272	7.00
15005A	Victims Assistance Program	246,996	594,508	841,504	9.50
15005B	Victims Assistance - Gateway Center Victims Advocate	82,346	0	82,346	1.00
15005C	Victims Assistance - Restitution	0	211,601	211,601	2.50
Division I: Domestic Violence, Child Abuse, Support Enforcement and Juvenile Units					
15011	Division I Administration	270,598	0	270,598	1.00
15012	Juvenile Court Trial Unit	1,164,851	1,441,078	2,605,929	19.00
15013	Domestic Violence Unit	1,200,504	78,750	1,279,254	10.00
15014A	MDT - Child Abuse Unit	719,967	763,683	1,483,650	6.00
15014B	MDT - Child Abuse Deputy DA 3	199,616	0	199,616	1.00
15015	Child Support Enforcement	595,500	2,129,879	2,725,379	24.00
Division II: Misdemeanor Prosecution, Neighborhood DA and Gang Units					
15016	Division II Administration	241,278	0	241,278	1.00
15017	Unit C/Gangs - Robbery, Weapons	1,630,058	55,409	1,685,467	11.00
15018A	Misdemeanor Trial Unit, Intake, Community	2,638,529	0	2,638,529	26.00
15018B	Mental Health Deputy	116,476	0	116,476	1.00
15019A	Neighborhood DA Program	736,868	552,089	1,288,957	7.50
15019B	Neighborhood DA - Prostitution and Sex Trafficking	70,000	0	70,000	0.50
15020	Investigations	503,660	36,000	539,660	4.00

District Attorney's Office

fy2014 adopted budget

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Division III: Violent Crime, Drugs and Property Units					
15006	Division III Administration	388,283	0	388,283	2.00
15007	Unit A - Property Crimes	1,758,304	100,075	1,858,379	14.50
15008A	Unit B - Drugs/Vice	962,453	40,000	1,002,453	8.00
15008B	Unit B - Drug Impact Area Deputy DA 2	0	131,878	131,878	1.00
15009	Unit D - Violent Person Crimes	1,069,001	0	1,069,001	7.00
15010	Pre-Trial Unit	<u>1,062,559</u>	<u>0</u>	<u>1,062,559</u>	<u>9.50</u>
	Total District Attorney	\$20,662,201	\$6,134,950	\$26,797,151	194.50

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The District Attorney and his Senior Management team provide the leadership, vision, policies and oversight that enable the office to operate each day in a manner consistent with the needs of citizens and making best use of the resources provided.

Program Description

The District Attorney and Senior Management provide leadership, public relations, policy direction, daily operations oversight, long and short range planning, and internal labor relations for the entire department. Managers work with other departments, and state and federal agencies on committees and initiatives relating to the criminal justice system and other governmental endeavors. This unit includes two Administrative Secretaries that provide support for the District Attorney and other senior management. The District Attorney's Administration-Management Programs provide leadership, policy direction, long and short range planning and daily operational oversight across the department and/or at the division level and includes all of the District Attorney's operational programs that assigned to County's Safety and Basic Needs Priority areas.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total number of all staff communications	52	52	52	52
Outcome	Total number of cases resolved	16,754	19,750	18,500	18,500

Performance Measure - Description

Output - The number of all staff communications

Outcome - The total number of cases resolved in the office during the fiscal year

Legal/Contractual Obligation

Oregon Constitution: Article VII Section 17. Prosecuting Attorneys. There shall be elected by districts comprised of one, or more counties, a sufficient number of prosecuting attorneys, who shall be the law officers of the State, and of the counties within their respective districts, and shall perform such duties pertaining to the administration of Law, and general police as the Legislative Assembly may direct.

Oregon Revised Statute (ORS): 8.580. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies, and stenographic assistance as is necessary to perform efficiently the duties of such office.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$787,585	\$0	\$852,873	\$0
Total GF/non-GF:	\$787,585	\$0	\$852,873	\$0
Program Total:	\$787,585		\$852,873	
Program FTE	6.00	0.00	6.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #15000, District Attorney's Office-Management Services

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

This Administrative support services program provides clerical support for the department's main reception desk and mail handling at the County Courthouse and clerical floaters that provide backup clerical coverage throughout the department.

Program Description

The Administrative Support Services program provides reception for the main District Attorney's Office at the County Courthouse and is the point of first contact for members of the public both in person and on the telephone.

The staff provides general information about the responsibilities of the office and direct inquiries to the appropriate unit. The reception staff also processes all incoming and outgoing internal and external mail.

The program also includes two clerical floater positions that act in a support and back-up function for the departments clerical staff. A number of contracted services which are used by the entire department are also a part of this program.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Witness subpoenas paid	2,819	3,200	2,800	3,200
Outcome	Amount of witness fees paid	20,232	24,000	22,000	24,000

Performance Measure - Description

Output - The total number of witness subpoenas processed. Witnesses who receive a subpoena turn them in to the DA reception area after testifying in order to receive payment.

Outcome - The amount paid to witnesses who have turned in their subpoenas after testifying.

Legal/Contractual Obligation

ORS 8.850 - Offices, supplies, and stenographic assistance for district attorneys and deputies. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies, and stenographic assistance as is necessary to perform efficiently the duties of such office. [1953 c.652 §3]

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$226,660	\$0	\$226,776	\$0
Contracts	\$28,782	\$0	\$49,832	\$0
Materials & Supplies	\$113,349	\$0	\$137,202	\$0
Internal Services	\$618,417	\$0	\$680,943	\$0
Total GF/non-GF:	\$987,208	\$0	\$1,094,753	\$0
Program Total:	\$987,208		\$1,094,753	
Program FTE	3.00	0.00	3.00	0.00
Program Revenues				
Fees, Permits & Charges	\$157,546	\$0	\$151,921	\$0
Total Revenue:	\$157,546	\$0	\$151,921	\$0

Explanation of Revenues

\$151,921 departmental indirect revenue.

Significant Program Changes

Last year this program was: #15001, District Attorney's Office-Administrative Support Services

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

The District Attorney's Information Technology Unit provides rapid and economical computer desktop support, as well as all computer software, servers, peripherals and network support. The Unit is responsible for the operation and maintenance of the DA's document management system, Alfresco, and the DA's principal case tracking systems, CRIMES Juvenile and CRIMES Adult; it is also responsible for the collection and preparation of the Office's statistical data for public consumption.

Program Description

The IT Unit is primarily responsible for the acquisition, deployment, maintenance, monitoring, development, upgrade and support of all DA IT systems, including servers, PC's, operating systems, hardware, software and peripherals. This includes, but is not limited to: case tracking systems for adult and juvenile components; document management and imaging systems; web services for intranet and internet publishing; database administration; data exchanges with external law enforcement agencies; report generation; data storage, retention, backup and restoration; file and print services; email services; mobile access and mobile device services; email spam filtering; document repository services; and desktop support services.

This program allows the District Attorney to fulfill a legal responsibility under Oregon state law to maintain a register of official business, in which the District Attorney make a note of every action, suit or proceeding commenced or defended by the District Attorney in official capacity, and the proceedings therein.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Help Desk Calls	5,590	5,000	6,000	5,000
Outcome	Average number of minutes it takes to resolve each ticket	16	15	14	15

Performance Measure - Description

Output - The number of calls coming through the DA help desk.

Outcome - The average number of minutes taken to resolve each help desk ticket.

Legal/Contractual Obligation

ORS 8.700 - Register to be kept. The district attorney must keep a register of official business, in which the District Attorney make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein. The register shall, at the expiration of the term of office of the district attorney, be delivered by the district attorney to the successor in office.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$705,514	\$0	\$752,749	\$0
Contracts	\$40,750	\$0	\$56,667	\$0
Materials & Supplies	\$300,643	\$0	\$372,779	\$0
Internal Services	\$568,810	\$0	\$541,299	\$0
Total GF/non-GF:	\$1,615,717	\$0	\$1,723,494	\$0
Program Total:	\$1,615,717		\$1,723,494	
Program FTE	6.00	0.00	6.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #15002, District Attorney's Office-Information Technology

Lead Agency: District Attorney
Program Offer Type: Innovative/New Program
Related Programs:
Program Characteristics: One-Time-Only Request

Program Contact: Adam Brown

Executive Summary

This one-time program offer would provide funding to equip all attorneys in the office with tablet computers. The tablets would enable the attorneys to be more efficient and effective in carrying out their duties in courtroom, and on the go. Tables would also be a big step forward in the District Attorney’s ongoing effort to modernize its traditionally paper-centric legal environment through the use of electronic resources.

Program Description

This program furnishes all attorneys with a tablet and keyboard for use in courtrooms, a necessary step to increase efficiency and effectiveness, and keep pace with technology available to the courts and defense counsel. Tablets would give attorneys access to the office network to review case-related documents, notes made by other attorneys, the DA case tracking system (CRIMES), and the DA document management system (DMS) while in court. Additionally, internet access in the courtroom would allow for quick legal research through LexisNexis and other web-based outlets, an option often available to judges and defense counsel.

Attorneys would also be able to communicate more easily with staff and colleagues from within the courtroom. For example, if additional information is needed about a witness or a file is required in a courtroom, the attorney could instantly communicate with a number of people to gather the needed information. The increased connectivity would enhance the efficiency of attorneys in the courtroom, saving time for judges and other parties. Given the widespread availability of such technological resources, the courts are moving away from the traditional environment in which parties are granted “recess” to address legal issues. Equipping attorneys with tablets is a necessary step to ensuring case outcomes are not negatively impacted by a lack of access to technology.

Additional examples of efficiencies gained through the use of tablets:

- Attorneys who work at satellite offices would be able to travel to their various assignments without having to take multiple burdensome files. It would reduce the amount of files being sent in the mail, and increase the ability of those attorneys to get work done on all matters when they are at any part of the office.
- Misdemeanor files tend to pass through many hands, because of the volume of the work. If the attorneys had tablets, the need to physically possess the file would be reduced. Misdemeanor lawyers also need to communicate quickly when morning trial matters are being re-assigned, and the ability to do so online would increase the rate at which the re-assignments take place.
- Witnesses and victims in criminal cases frequently contact the District Attorney’s office to ask questions, relay pertinent information and assert their victims’ rights. Depending on the reason for their contact they may speak with an attorney, a subpoena clerk, a victim’s advocate or other staff member who will then make an electronic note in CRIMES about the nature of the contact. Tablets will enable attorneys in the courtroom to have instant access to all electronic CRIMES notes, most of which may not be updated in the physical file.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome		0	0	0	0

Performance Measure - Description

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Materials & Supplies	\$0	\$0	\$105,000	\$0
Total GF/non-GF:	\$0	\$0	\$105,000	\$0
Program Total:	\$0		\$105,000	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues**Significant Program Changes**

Last year this program was:

Lead Agency: District Attorney
Program Offer Type: Innovative/New Program

Program Contact: Adam Brown

Related Programs:

Program Characteristics: One-Time-Only Request

Executive Summary

This program offer provides one time only funding to equip the County Courthouse with secure wireless internet access to support the operations of the District Attorney's Office, including the enabling internet access to tablet users.

Program Description

This program offer funds the creation of a wireless network (WLAN) in the County Courthouse in order to maximize the benefits associated with the DA Tablet Project. WLAN configurations have been universally accepted by local jurisdictions, law enforcement agencies and State and Federal courthouses across the country. A WLAN will allow prosecutors to make use of wireless connectivity within the Multnomah County Courthouse and its other county courtrooms, in addition to all DA Office locations. This secured WLAN will connect to the DA's network via the Internet without need for physical network connections. Prosecutors with wireless connectivity will be able to access legal research sites, send and receive email, and securely bring their full network resources with them to every courtroom, including network files and forms, case management systems, intranets and other office network resources, saving valuable time and resources. The secured DA-WLAN and its access points will be created in conjunction with network infrastructure already established by the Multnomah County Information Services Division.

The goal is to provide a seamless technological environment that enables prosecutors and improves access to critical information and resources that will ensure justice and less court delay.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome		0	0	0	0

Performance Measure - Description

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Materials & Supplies	\$0	\$0	\$44,669	\$0
Internal Services	\$0	\$0	\$30,906	\$0
Total GF/non-GF:	\$0	\$0	\$75,575	\$0
Program Total:	\$0		\$75,575	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues**Significant Program Changes**

Last year this program was:

Lead Agency: District Attorney
Program Offer Type: Innovative/New Program

Program Contact: Adam Brown

Related Programs:

Program Characteristics: One-Time-Only Request

Executive Summary

This program offer funds equipping the DA's main conference room with a television and computer for use during meetings, trainings, and court-related proceedings.

Program Description

The District Attorney's Office has one primary conference room in the County Courthouse, the Kelly Bacon Conference Room (KBCR). This program offer funds equipping the KBCR with a television and computer for use during meetings, trainings, and court-related proceedings.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome		0	0	0	0

Performance Measure - Description

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Materials & Supplies	\$0	\$0	\$2,400	\$0
Internal Services	\$0	\$0	\$400	\$0
Total GF/non-GF:	\$0	\$0	\$2,800	\$0
Program Total:	\$0		\$2,800	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues**Significant Program Changes**

Last year this program was:

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

This program provides all support related to finance, including purchasing, travel & training, budget preparation, fiscal reports, and grant reporting and monitoring. It also carries out all human resources functions, including payroll, HR maintenance for SAP, and recruitment.

Program Description

This program provides office wide support for finance and human resources functions. The program provides all accounts payable, accounts receivable, general ledger, petty cash accounts, travel & training, fiscal reporting, budget preparation, grant reporting and monitoring, purchasing, inventory, and contracts. It also carries out recruitment, payroll, position control, HR maintenance and other human resources functions for the entire District Attorney's Office. This program allows the District Attorney to fulfill all legal responsibility under state law to maintain a register of official business, in which the District Attorney make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein.

This program contributes to the County's Climate Action Plan by purchasing "green" products and supplies for the entire office and by working to reduce paper usage throughout the office. The Office uses 100% recycled paper products.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total number of payments made to vendors	4,598	4,900	4,600	4,900
Outcome	Total number of payments to vendors made within 30 days	4,171	4,410	4,200	4,900
Outcome	Percentage of payments to vendors made within 30 days	90.7%	92.0%	91.3%	92.0%
Output	Total number of applications screened	490	650	650	600

Performance Measure - Description

- Output - Total number payments made to vendors.
- Outcome - Total number of vendors paid within 30 days.
- Outcome - Percentage of vendors paid within 30 days.
- Output - Total number of applications screened.

Legal/Contractual Obligation

ORS 8.700 - Register to be kept. The district attorney must keep a register of official business, in which the district attorney shall make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein. The register shall, at the expiration of the term of office of the district attorney, be delivered by the District Attorney to the successor in office.

ORS 8.850 - Offices, supplies and stenographic assistance for district attorneys and deputies. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies and stenographic assistance as is necessary to perform efficiently the duties of such office.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$473,461	\$0	\$505,609	\$0
Contracts	\$0	\$0	\$5,000	\$0
Materials & Supplies	\$2,287	\$0	\$2,973	\$0
Internal Services	\$4,384	\$0	\$4,005	\$0
Total GF/non-GF:	\$480,132	\$0	\$517,587	\$0
Program Total:	\$480,132		\$517,587	
Program FTE	5.50	0.00	5.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #15003, District Attorney's Office-Finance/Human Resources

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Support

Related Programs:

Program Characteristics:

Executive Summary

The discovery component of this program supports the entire office by processing discovery requests from defense counsel and defendants. The records component supports the entire office by maintaining physical files and records on open and recently closed felony and misdemeanor cases, and docketing court appearances.

Program Description

The Discovery/Records program fulfills the offices statutory responsibility to provide case specific discovery documents such as police reports to the public and private defense attorney's. The program also provides file storage and retrieval for the entire District Attorney's Office, maintaining approximately 34,000 closed and open case files at any given time.

This program produces general fund revenue of \$275,000 to \$340,000 each year.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total number of discovery packets created	19,267	18,750	20,000	19,000
Outcome	Total discovery revenue	336,863	285,000	350,000	300,000

Performance Measure - Description

Output - Total number of discovery packets created.

Outcomes - Total revenue from the sale of discovery.

Legal/Contractual Obligation

ORS 8.850 - Offices, supplies, and stenographic assistance for district attorneys and deputies. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies, and stenographic assistance as is necessary to perform efficiently the duties of such office. [1953 c.652 §3]

ORS 8.700 - Register to be kept. The district attorney must keep a register of official business, in which the district attorney shall make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$430,303	\$0	\$462,658	\$0
Contracts	\$4,356	\$0	\$9,100	\$0
Materials & Supplies	\$17,816	\$0	\$26,381	\$0
Internal Services	\$118,168	\$0	\$134,133	\$0
Total GF/non-GF:	\$570,643	\$0	\$632,272	\$0
Program Total:	\$570,643		\$632,272	
Program FTE	7.00	0.00	7.00	0.00
Program Revenues				
Fees, Permits & Charges	\$285,000	\$0	\$300,000	\$0
Total Revenue:	\$285,000	\$0	\$300,000	\$0

Explanation of Revenues

\$336,863 in discovery revenue.

Significant Program Changes

Last year this program was: #15004, District Attorney's Office-Records/Discovery

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The primary goal of the Victim Assistance Program is to make the criminal justice system more responsive to individual citizens, particularly to victims of crime. The District Attorney's Office continuously works to ensure for crime victims a meaningful role in the criminal and juvenile justice system, while affording them due dignity and respect. To this end it is the philosophy of the office that every effort be made to maximize victim involvement at every possible stage of a criminal case. The office is committed to full implementation of Victims Rights as embodied in Oregon law.

Program Description

Victim Advocates will work directly with crime victims to explain the criminal justice system, including what rights are available to them; provide court accompaniment; offer referral information to appropriate community services and guide victims through the prosecution process.

The program also provides 24-hour on-call response to victims of sexual assault. We carry out this effort with a team of paid staff and over 40 volunteers. This immediate crisis intervention service is then followed by ongoing support and advocacy throughout the investigation and prosecution of the case.

Currently there is an enhanced focus on improving all aspects of obtaining restitution for victims of crime. As a result of this focus impressive improvements have been made, and other possibilities for improvement are being studied.

All victims of crimes being prosecuted by the District Attorney's Office receive: information about their rights as victims; opportunity to submit information about their losses for restitution; and notification letters on the case status and disposition.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of cases assigned to victims advocates	1,929	1,950	1,900	1,950
Outcome	Number of court appearances	1,213	1,375	1,250	1,375
Outcome	Number of referrals made	9,586	11,200	11,000	11,200

Performance Measure - Description

Output - The number of cases which were assigned a victims advocate for the assistance of the crime victim.

Outcome - The number of court appearances attended to support the victim.

Outcome - The number of referral services provided to victims.

Legal/Contractual Obligation

Article I Section 42 Oregon Constitution - Rights of Victims in criminal prosecutions and juvenile delinquency proceedings. ORS 147.405, ORS 147.410, ORS 147.417 - Victim to be notified of constitutional rights. ORS 147.22 - Disbursement of moneys to be used for comprehensive victim's assistance programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$187,751	\$575,194	\$217,012	\$592,728
Contracts	\$1,000	\$0	\$1,000	\$0
Materials & Supplies	\$4,218	\$2,925	\$3,322	\$1,780
Internal Services	\$22,069	\$4,404	\$25,662	\$0
Total GF/non-GF:	\$215,038	\$582,523	\$246,996	\$594,508
Program Total:	\$797,561		\$841,504	
Program FTE	2.61	6.89	2.74	6.76
Program Revenues				
Fees, Permits & Charges	\$0	\$4,404	\$0	\$0
Intergovernmental	\$0	\$575,419	\$4,308	\$592,958
Other / Miscellaneous	\$0	\$2,700	\$0	\$1,550
Total Revenue:	\$0	\$582,523	\$4,308	\$594,508

Explanation of Revenues

VOCA Grant - \$171,737
 DA Unitary Assessment - \$403,912
 DA 1 STOP - \$17,309
 DA Emergency Restitution BWC - \$1,550
 DA Restitution Space - \$4,308

Significant Program Changes

Last year this program was: #15018, District Attorney's Office-Victims Assistance

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

The Prosecution Based Gateway Center Domestic Violence Advocate Position assists crime victims by establishing an immediate connection to the District Attorney's Office. This connection is made in a community based location that offers convenience and wrap around supporting services with drop in hours. Crime victims are able to gain valuable information regarding reporting crimes, victim's rights, prosecution and other criminal court matters. The information provided allows crime victims to better understand the criminal justice system process and make more informed decisions about their situation and safety.

Program Description

The Gateway Center is located on the eastside of Portland where a large majority of domestic violence crime is reported to have occurred, which makes our presence a particularly good fit. Due to our onsite availability and involvement with the Gateway Center we are able to make ourselves more accessible to the citizens of Multnomah County. Our co-location at the Gateway Center is of particular assistance to those who due to geographical location, transportation issues, safety concerns or other barriers related to accessing the courthouse or downtown area might not otherwise be served. Often times contact is made in person before an issuing decision has been made allowing us to inform the victim of their rights and the criminal justice process. The victim is able to have a meaningful role in the system by communicating directly with our office information that is important and can be considered in reviewing and issuing decisions. Over the last year the advocate housed at the Gateway Center has worked with over 300 victims of Domestic Violence and provided in-person information and referral services over 500 times.

This position also works closely with on site partners including local domestic violence agencies, counseling providers, civil legal assistance and other government based programs. Our onsite presence positively reinforces our existing professional relationships; this placement has also worked to establish new partnerships that better allow for sharing information and positive referrals from these partner agencies.

The Gateway Center's larger campus is co-located with the Portland Police Bureau's Domestic Violence Reduction Unit and Domestic Violence Enhanced Response Team, which allow for a better communication and coordination in making police reports and gathering other important evidence for prosecution.

According to Gateway Center statistics, the majority of participants that are referred to the District Attorney's Office by Gateway Center Navigators were considered to be in a high level of danger based on an evaluation using the Danger Assessment developed by Dr. Jacquelyn Campbell.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of cases assigned to advocate	227	230	225	230
Outcome	Number of court appearance	140	160	150	160

Performance Measure - Description

Legal/Contractual Obligation

Article I Section 42 Oregon Constitution - Rights of Victims in criminal prosecutions and juvenile delinquency proceedings. ORS 147.405, ORS 147.410, ORS 147.417 - Victim to be notified of constitutional rights. ORS 147.22 - Disbursement of moneys to be used for comprehensive victim's assistance programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$0	\$77,267	\$82,346	\$0
Total GF/non-GF:	\$0	\$77,267	\$82,346	\$0
Program Total:	\$77,267		\$82,346	
Program FTE	0.00	1.00	1.00	0.00
Program Revenues				
Intergovernmental	\$0	\$77,267	\$0	\$0
Total Revenue:	\$0	\$77,267	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #15018, District Attorney's Office-Victims Assistance
 \$82,346 for 1.00 Victims Advocate included as part of the City/County agreement to backfill City of Portland reductions.

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

This program ensures prompt restitution for crime victims in the State of Oregon. Established practices allow us to ensure that all victims will have the opportunity to request restitution. Those practices include instituting uniform standards, various checkpoints and statistical gathering mechanisms to prevent folks from falling through the cracks.

Program Description

This program ensures prompt restitution for crime victims in the State of Oregon. Established practices allow us to ensure that all victims will have the opportunity to request restitution. Those practices include instituting uniform standards, various checkpoints and statistical gathering mechanisms to prevent folks from falling through the cracks. As a result of these efforts, Multnomah County has more than doubled the rate of victim contact on cases where restitution is at issue. Restitution Collections have seen a marked increase in the very short time since the grant came into effect, seeing a return to 2007, pre-recession collections levels. Restitution hearings are no longer being set over with frequency, providing big savings to the county. The Restitution Unit has also provided legal support to not only the Multnomah County District Attorney's Office, but also other counties, grant partners and local law firms. These efforts have allowed the Multnomah County District Attorney's Office to ensure that victims' constitutional right to prompt restitution is a top priority.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of victims contacted in an effort to document losses	0	0	3,028	3,000
Outcome	Percentage increase in number of victims contacted over before pilot	0.0%	0.0%	47.0%	65.0%
Outcome		0	0	0	0

Performance Measure - Description

Output - The number victims contacted in an effort to document losses associated with criminal activity.

Outcome - The percentage increase in number of victims contacted over the number prior to starting pilot project.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$185,315	\$0	\$197,463
Materials & Supplies	\$0	\$3,486	\$0	\$0
Internal Services	\$0	\$12,706	\$0	\$14,138
Total GF/non-GF:	\$0	\$201,507	\$0	\$211,601
Program Total:	\$201,507		\$211,601	
Program FTE	0.00	0.50	0.00	2.50
Program Revenues				
Indirect for dep't Admin	\$9,761	\$0	\$9,873	\$0
Intergovernmental	\$0	\$201,507	\$0	\$211,601
Total Revenue:	\$9,761	\$201,507	\$9,873	\$211,601

Explanation of Revenues

State of ORegon - \$211,601

Significant Program Changes

Last year this program was: #15018, District Attorney's Office-Victims Assistance
 This program was part of 15018 in FY13.

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

This is a Chief Deputy District Attorney that provides leadership, policy direction, long and short range planning and daily operational oversight for Division I.

Program Description

The Chief Deputy District Attorney of Division III is a member of senior level management with specific division level responsibilities. The Chief Deputy has direct and daily oversight responsibility over felony trial units A, B, D, and the Pretrial Unit.

The Chief Deputy provides leadership, policy direction, long and short range planning and daily operational oversight.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome		0	0	0	0

Performance Measure - Description

Legal/Contractual Obligation

ORS 8.760 - Deputies may be authorized and paid by county. The county court or board of county commissioners may empower the district attorney to appoint one or more deputy district attorneys whose compensation shall be fixed by the county court or board of county commissioners and paid out of the county funds in the same manner as county officers are paid. [Amended by 1961 c.586 §4]

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$339,067	\$0	\$357,672	\$0
Contracts	\$21,587	\$0	\$21,000	\$0
Materials & Supplies	\$4,525	\$0	\$8,705	\$0
Internal Services	\$992	\$0	\$906	\$0
Total GF/non-GF:	\$366,171	\$0	\$388,283	\$0
Program Total:	\$366,171		\$388,283	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #15005, District Attorney's Office-Felony Administration

In FY13, the District Attorney had two Chief Deputy DAs, one which oversaw the Felony Division (felony trial units A, B, C, D, and the Pre-Trial Unit), and another which oversaw the Family and Community Justice Division (DV, MDT, the Misdemeanor Trial Unit, the Neighborhood DA program, and the Support Enforcement Division). For FY14, the District Attorney has gone to a three chief structure by splitting up the Felony and Family and Community Justice Divisions into Division I, Division II, and Division III. The third Chief Deputy position was created by reducing the number of Senior Deputy DAs overseeing Unit C/Gangs from two to one.

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

Unit A, the felony trial unit designated to handle property crimes, holds offenders accountable by prosecuting fraud, auto theft, forgery, identity theft, white collar crime and theft and criminal mistreatment crimes that target the elderly. These are mid-level offenders within the public safety system.

Program Description

This program works in co-operation with local law enforcement agencies and other public safety partners to provide aggressive prosecution of persons arrested and charged with serious property and theft crimes. The work of this unit includes reviewing and prosecuting cases, such as auto theft, forgery, commercial burglaries, criminal mischief (damage to property) and fraud and theft crimes against the elderly.

This program also reviews and prosecutes crimes involving theft of identity which continues to be significant. The program reviews and prosecutes offenders who commit crimes against the businesses in the community. These crimes, which are commonly referred to as white collar crimes, and include forgery, aggravated theft and theft by deception.

The program, through its inter-agency cooperation, collaboration, and prosecution efforts, is a key part of holding offenders accountable for committing serious property crimes. In the continuum of prosecution services, this unit prosecutes medium level offenders and is a key to making sure that offenders are held accountable for their criminal behavior.

This unit is also responsible for staffing and participating in the START court program which is a post-sentencing drug court providing supervision and drug treatment for property offenders.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases Issued	1,351	1,150	1,300	1,200
Outcome	Cases Resolved	1,168	1,000	1,000	1,000
Input	Cases Reviewed	1,860	1,650	1,800	1,700

Performance Measure - Description

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,730,249	\$152,485	\$1,728,223	\$100,075
Contracts	\$11,079	\$0	\$11,190	\$0
Materials & Supplies	\$6,023	\$2,000	\$9,398	\$0
Internal Services	\$10,204	\$0	\$9,493	\$0
Total GF/non-GF:	\$1,757,555	\$154,485	\$1,758,304	\$100,075
Program Total:	\$1,912,040		\$1,858,379	
Program FTE	13.50	1.50	13.50	1.00
Program Revenues				
Intergovernmental	\$0	\$154,485	\$0	\$100,075
Total Revenue:	\$0	\$154,485	\$0	\$100,075

Explanation of Revenues

DA CJC START Court - \$93,359
 DA IPCEP - \$6,716

Significant Program Changes

Last year this program was: #15006A, District Attorney's Office-Unit A Property Crimes

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

The Felony Trial Unit B holds offenders accountable by prosecuting drug and vice cases involving: manufacturing, distribution and possession of controlled substances; supplying contraband; tampering with drug records; crimes related to illegal gambling; money laundering and child neglect in the first degree involving controlled substances. Unit B works closely with local law enforcement to identify and clean areas within the County that have a high level of drug activity, and supports and promotes programs designed to the effective treatment of drug addiction.

Program Description

This program engages in the review and prosecution of cases involving drug and vice crimes such as the manufacture, distribution and possession of controlled substances; supplying contraband; tampering with drug records; crimes related to illegal gambling; money laundering and child neglect in the first degree involving controlled substances. This program has a key role in the local drug control strategy of reducing the supply of drugs through aggressive enforcement and prosecution. The program works cooperatively with other state and local and federal law enforcement agencies and the Department of Community Justice and the Courts, to reduce the demand for illegal drugs by requiring offenders to enter into mandatory treatment programs and drug courts.

This program stands as the gatekeeper for holding offenders accountable, improving social conditions by requiring addiction treatment, reducing illegal drug activity in our schools and helping to support the cost of local drug treatment programs. In the continuum of prosecution services, this unit prosecutes low, mid-level and high-level offenders and is key to making sure that offenders are held accountable for their criminal behavior. This program responds, investigates, and reviews drug overdose death cases and prosecutes offenders responsible for drug related deaths where appropriate.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases issued	1,913	1,350	1,700	1,700
Outcome	Cases resolved	1,757	1,275	1,500	1,500
Input	Cases reviewed	2,503	1,950	2,400	2,000

Performance Measure - Description

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

8.680 Prosecuting and collecting penalties and forfeitures; prosecuting and defending for state.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,039,008	\$30,947	\$927,707	\$0
Contracts	\$4,774	\$0	\$4,800	\$0
Materials & Supplies	\$10,010	\$151,000	\$15,171	\$37,328
Internal Services	\$15,358	\$2,244	\$14,775	\$2,672
Total GF/non-GF:	\$1,069,150	\$184,191	\$962,453	\$40,000
Program Total:	\$1,253,341		\$1,002,453	
Program FTE	8.00	0.50	8.00	0.00
Program Revenues				
Indirect for dep't Admin	\$1,600	\$0	\$1,866	\$0
Other / Miscellaneous	\$0	\$184,191	\$0	\$40,000
Total Revenue:	\$1,600	\$184,191	\$1,866	\$40,000

Explanation of Revenues

Oregon Liquor Control BWC - \$40,000

Significant Program Changes

Last year this program was: #15007A, District Attorney's Office-Unit B Drugs/Vice

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

The Drug Impact Area Program (DIA) concentrates prosecutorial resources on excluding drug offenders from geographic areas with abnormally high concentrations of heroin, cocaine, and/or marijuana delivery and use. The program developed at the behest of the business and neighborhood leaders in these Drug Impact Areas due to the disproportionate effect of street-level crimes on legitimate economic activity and quality of life. The DIA position devotes a Deputy District Attorney to program coordination, community outreach, and prosecution of drug cases arising in the three Drug Impact Areas.

Program Description

Addressing livability problems associated with endemic drug crime turns on keeping drug users apart from drug dealers. This overarching goal is effected in three ways: 1) focused and effective treatment for those in the grip of addiction; 2) exclusion of drug offenders from areas with extraordinarily high concentrations of drug transactions; and 3) incapacitation of the chronic drug dealers who prey upon addiction. The Drug Impact Area (DIA) Program has had an effect in each area and will continue to build on these successes.

Effective Treatment – The DIA Deputy works closely with the Service Coordination Team (SCT), an interdisciplinary team of providers and law enforcement partners that provides intensive and targeted treatment to the most chronic and addicted offenders in the county. The DIA deputy has assumed some of the duties of the previously de-funded NCLEP deputy who continued prosecution of low-level offenses that would otherwise be neglected to ensure that SCT clients remained on probation and able to access SCT services.

Exclusion – The DIA Deputy oversees the exclusion program. Offenders convicted on a heroin, cocaine, or marijuana charge are excluded from the area of highest neighborhood impact for that drug. The DIA Deputy provides logistical assistance to police to enforce these exclusions. This provides for disruption and dislocation of open-air drug sales in the three DIA zones.

Incapacitation – The DIA Deputy personally handles all prosecution of drug offenses in the DIA zones. When appropriate for the most chronic drug dealers, prison terms provide both incapacitation of a specific offender and a noticeable deterrent to others.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases issued	326	350	250	300
Outcome	Cases resolved	237	300	250	300

Performance Measure - Description

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$129,335	\$0	\$131,878
Total GF/non-GF:	\$0	\$129,335	\$0	\$131,878
Program Total:	\$129,335		\$131,878	
Program FTE	0.00	1.00	0.00	1.00
Program Revenues				
Intergovernmental	\$0	\$129,335	\$0	\$131,878
Total Revenue:	\$0	\$129,335	\$0	\$131,878

Explanation of Revenues

Significant Program Changes

Last year this program was: #15007C, Drug and Vice Unit B- Drug Impact Area Deputy DA
The funding for this position is unsecured due to ongoing negotiations between the City of Portland and the District Attorney.

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

Felony Trial Unit D prosecutes cases involving violent person crimes such as aggravated murder, other types of homicide, aggravated assault, rape, kidnap, sex offenses, attempted murder, compelling prostitution and official misconduct. These cases involve some of the most serious or highest level offenders and some medium level offenders.

Program Description

This program works in close cooperation with federal, state and local law enforcement agencies to prosecute some of the most serious crimes that occur in Multnomah County. The program is a key partner in the East County Major Crimes Unit which target and respond to the most serious crimes and serves the East County communities. The program protects the public and holds offenders accountable through the prosecution of crimes involving aggravated murder, other types of homicide, aggravated assault, rape, kidnap, sex offenses, attempted murder and compelling prostitution. In cooperation with a variety of law enforcement and other agencies, this program investigates and, when appropriate, prosecutes cases involving official misconduct of public officials. The program, through its inter-agency cooperation, collaboration, and prosecution efforts, is a key part of holding high and medium level offenders accountable for committing serious person crimes or official misconduct.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases issued	392	450	400	450
Outcome	Cases resolved	353	450	350	450

Performance Measure - Description

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$930,749	\$0	\$1,023,734	\$0
Contracts	\$20,656	\$0	\$19,000	\$0
Materials & Supplies	\$8,228	\$0	\$13,652	\$0
Internal Services	\$12,880	\$0	\$12,615	\$0
Total GF/non-GF:	\$972,513	\$0	\$1,069,001	\$0
Program Total:	\$972,513		\$1,069,001	
Program FTE	6.00	0.00	7.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #15009, District Attorney's Office-Unit D Violent Person Crimes

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

The Pre-Trial unit coordinates the following for the District Attorney's Office: judicial appeal cases, civil litigation, post-conviction cases, felony arraignments, habeas proceedings, fugitive and extradition matters, out of state material witness cases and public records requests. The unit also oversees the administration of the grand jury process.

Program Description

This program provides a variety of important functions within the District Attorney's office including felony arraignment court appearances, civil litigation, post-conviction relief and appeals. The pre-trial unit also works with the Governor's office in fugitive and extradition matters. All public records request are reviewed by the Pre-Trial department. The program also provides administration for the Grand Jury which meets to review evidence on felony criminal cases to determine if an indictment should be issued. For people who qualify, this program provides a process for the expungement of records.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases issued	276	300	300	300
Outcome	Cases resolved	293	295	290	295

Performance Measure - Description

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Legal/Contractual Obligation

ORS 138.081 - Appeals; ORS Chapter 34 - Writs of Habeas Corpus; ORS Chapters 132 and 135 - Grand Jury and pre-trial and felony arraignments.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$1,022,547	\$0	\$1,050,867	\$0
Contracts	\$0	\$0	\$300	\$0
Materials & Supplies	\$1,343	\$0	\$5,604	\$0
Internal Services	\$6,335	\$0	\$5,788	\$0
Total GF/non-GF:	\$1,030,225	\$0	\$1,062,559	\$0
Program Total:	\$1,030,225		\$1,062,559	
Program FTE	9.50	0.00	9.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues**Significant Program Changes**

Last year this program was: #15010, District Attorney's Office-Pre-Trial

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Program Alternative /

Related Programs:

Program Characteristics:

Executive Summary

This is a Chief Deputy District Attorney that provides leadership, policy direction, long and short range planning and daily operational oversight for Division II.

Program Description

The Chief Deputy District Attorney of Division I is a member of senior level management with specific division level responsibilities. The Chief Deputy has direct and daily oversight responsibility over the Domestic Violence trial unit, Juvenile trial unit, Multidisciplinary Team and Child Abuse trial unit, and Support Enforcement Division.

The Chief Deputy provides leadership, policy direction, long and short range planning and daily operational oversight.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome		0	0	0	0

Performance Measure - Description

Legal/Contractual Obligation

ORS 8.760 - Deputies may be authorized and paid by county. The county court or board of county commissioners may empower the district attorney to appoint one or more deputy district attorneys whose compensation shall be fixed by the county court or board of county commissioners and paid out of the county funds in the same manner as county officers are paid. [Amended by 1961 c.586 §4]

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$247,494	\$0	\$258,778	\$0
Contracts	\$6,105	\$0	\$6,500	\$0
Materials & Supplies	\$4,860	\$0	\$5,295	\$0
Internal Services	\$0	\$0	\$25	\$0
Total GF/non-GF:	\$258,459	\$0	\$270,598	\$0
Program Total:	\$258,459		\$270,598	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #15012, District Attorney's Office-Family & Community Justice Admin.

In FY13, the District Attorney had two Chief Deputy DAs, one which oversaw the Felony Division (felony trial units A, B, C, D, and the Pre-Trial Unit), and another which oversaw the Family and Community Justice Division (DV, MDT, the Misdemeanor Trial Unit, the Neighborhood DA program, and the Support Enforcement Division). For FY14, the District Attorney has gone to a three chief structure by splitting up the Felony and Family and Community Justice Divisions into Division I, Division II, and Division III. The third Chief Deputy position was created by reducing the number of Senior Deputy DAs overseeing Unit C/Gangs from two to one.

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

The Juvenile Court Trial Unit prosecutes juvenile crimes ranging from misdemeanors to homicides. It has three primary functions: delinquency: prosecuting juveniles who have committed criminal offenses; dependency: litigating child protection cases in Juvenile Court; and termination of parental rights: litigating cases where the abuse or neglect of a child has reached such a level that effort must be made to free the child for adoption.

Program Description

The delinquency function involves the prosecution of juveniles who have committed non-Ballot Measure 11 crimes. This includes cases ranging from misdemeanors to felonies. The unit works closely with the Department of Juvenile Community Justice (DCJ) in developing appropriate sanctions aimed at accountability, community protection and reformation.

The dependency function involves working closely with the State Department of Human Services (DHS) and other agencies to protect children who come to the attention of authorities as a result of abuse or neglect. Deputy District Attorneys are responsible for litigating child protection cases (dependency cases) in Juvenile Court and for working with DHS and other agencies and partners to fashion plans which will provide protection for the child and opportunities for the parents to mitigate the dangers which brought the child to the attention of the court in the first place. All efforts are made to keep the family unit intact however when those efforts are exhausted the Termination of Parental Rights section, works in close collaboration with the State Department of Human Services to free these children for adoption. Services provided to law enforcement, juvenile courts, DCJ and DHS include filing petitions for delinquency, dependency or termination of parental rights, meeting with victims and witnesses, seeking restitution on behalf of victims, coordinating with juvenile court counselors, DCJ and DHS and trying cases in court.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of dependency cases	545	610	560	550
Outcome	Number of children protected on dependency cases	537	690	550	600
Outcome	Number of children freed for adoption on TPR cases	142	0	110	120

Performance Measure - Description

 **Measure Changed**

Output - The number of new and reopened dependency cases.

Outcome - The number of children protected as a result of work on dependency cases.

Outcome - The number of children freed for adoption on TPR case. (This is a newly added measure)

Legal/Contractual Obligation

Juvenile Trial Court/Termination of Parental Rights: 8.685 Assisting juvenile court; right to appear. (1) The District Attorney shall, upon request of the juvenile court, appear in the juvenile court to assist the court in any matter within its jurisdiction. (2) In counties having a population of more than 150,000, according to the latest federal decennial census, the district attorney shall designate a deputy to assist the juvenile court as provided in subsection (1) of this section. (3) The District Attorney is entitled to appear on behalf of the state in the juvenile court in any matter within the jurisdiction of the court. [1959 c.432 §63 (enacted in lieu of 8.750); 1991 c.681 §4.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,061,016	\$1,279,842	\$1,021,315	\$1,421,078
Contracts	\$10,700	\$20,000	\$11,500	\$20,000
Materials & Supplies	\$21,520	\$0	\$23,268	\$0
Internal Services	\$101,094	\$0	\$108,768	\$0
Total GF/non-GF:	\$1,194,330	\$1,299,842	\$1,164,851	\$1,441,078
Program Total:	\$2,494,172		\$2,605,929	
Program FTE	9.27	9.43	8.40	10.60
Program Revenues				
Intergovernmental	\$0	\$1,299,842	\$0	\$1,441,078
Total Revenue:	\$0	\$1,299,842	\$0	\$1,441,078

Explanation of Revenues

TPR Contract - \$1,227,624
 Dependency Contract - \$213,454

Significant Program Changes

Last year this program was: #15013, District Attorney's Office-Juvenile Court Trial Unit

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

The Domestic Violence program screens and prosecutes domestic violence cases including misdemeanors, felonies, homicides, and restraining order violations. It provides outreach and access to support services to all domestic violence victims with special emphasis on victims from under-served populations.

Program Description

The Domestic Violence program screens and prosecutes domestic violence cases including misdemeanors, felonies, homicides, and restraining order violations. In conjunction with the Victims Assistance program, it provides outreach and access to support services to all victims of domestic violence with a special emphasis on victims from under-served populations. Working in collaboration with state and local law enforcement, Community Justice and a variety of local nonprofit domestic violence organizations and shelters, the program includes a six month deferred prosecution program with individualized treatment plans closely monitored by probation officers. Support includes specialized services; personal contact by a victim advocate, information resources and referrals for social services, coordination with social service agencies, accompaniment to court proceedings, and notification of rights and remedies and assistance in exercising those rights. This program provides a specialized emphasis on prosecution of elder abuse cases in Multnomah County.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases issued	1,371	1,275	1,300	1,300
Outcome	Cases resolved	1,228	1,300	1,100	1,200

Performance Measure - Description

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,098,012	\$73,427	\$1,158,461	\$73,488
Contracts	\$15,239	\$0	\$21,000	\$0
Materials & Supplies	\$3,212	\$0	\$13,318	\$0
Internal Services	\$8,094	\$5,323	\$7,725	\$5,262
Total GF/non-GF:	\$1,124,557	\$78,750	\$1,200,504	\$78,750
Program Total:	\$1,203,307		\$1,279,254	
Program FTE	9.47	0.53	9.49	0.51
Program Revenues				
Indirect for dep't Admin	\$3,796	\$0	\$3,675	\$0
Intergovernmental	\$0	\$78,750	\$0	\$78,750
Total Revenue:	\$3,796	\$78,750	\$3,675	\$78,750

Explanation of Revenues

Federal VAWA Grant - \$78,750

Significant Program Changes

Last year this program was: #15014, District Attorney's Office-Domestic Violence Unit

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The MDT/Child Abuse Team has three primary functions: (1) Prosecute felony crimes involving child victims including homicide, physical abuse, abandonment and neglect; prosecute sexual exploitation and sexual assault of children where the perpetrator is considered family by blood relationship, any relationship through marriage, family relationships created by practice, e.g., live-in boyfriends or girlfriends of a parent, or by a relationship established through the courts, e.g., foster parents foster siblings and legal guardians. (2) Protect children through litigating dependency cases in juvenile court; and (3) Coordinate child protection efforts and policy with community partners to make and keep children safe.

Program Description

Also known as Multidisciplinary Child Abuse Team (MDT), this group of Deputy District Attorneys and staff are part of a larger team made up of representatives from law enforcement, public schools, hospitals, courts, health departments, the Oregon Department of Human Services (DHS), and the Oregon Department of Employment Child Care Division. The team provides services to child victims; minimizes the number of victim interviews; prevents abuse of other potential victims; increases the effectiveness of prosecution of both criminal and dependency cases; and, advises and provides information to the involved agencies in a coordinated and effective manner.

Located at the Gateway Children's Center campus, these Deputy District Attorneys are co-housed with the Child Abuse Hotline and a specialized police unit comprised of police detectives from the Portland Police Bureau and the Gresham Police Department. This program prosecutes some of the most troubling homicides and serious felony sexual and physical assaults against children in the county. This team reviews all fatalities which involve a child under the age of 18 years.

Deputy District Attorneys also work with the Oregon Department of Human Services (DHS) and other agencies to protect children who are abused and neglected. Deputy District Attorneys are responsible for litigating the most high risk/high lethality child protection cases (dependency cases) in Juvenile Court and for working with DHS and other agencies and partners to fashion plans which will provide protection for the child and opportunities for the parents to mitigate the dangers which brought the child to the attention of the court in the first place.

This program also coordinates the distribution Child Abuse Multidisciplinary intervention (C.A.M.I) funds which are generated from unitary assessment funds from the state, to a variety of local partners on an annual basis for projects associated with child abuse intervention.

Lastly, the MDT/Child Abuse Team covers a variety of other responsibilities including, providing a forum for discussion and resolution of inter-agency issues; assisting in training with agencies involved in child abuse; participating in policy meetings regarding child abuse and neglect; preparing and updating the protocols for the team, advising the team on child abuse legal issues.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	The number of dependency cases	64	60	65	45
Outcome	The number of children protected	100	85	110	63
Output	Felony cases issued	71	62	60	45
Input	Felony cases reviewed	219	225	200	160

Performance Measure - Description

Output - The number of new or reopened dependency cases.

Outcome - The number of children protected on dependency cases.

Output - The number of felony cases for which a felony charging document was issued by this unit.

Input - Total number of cases submitted for review.

*Next Year Offer numbers reduced by 25% to reflect reduction of 1 DDA position.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

ORS 418.747 Inter-agency teams for investigation; duties; training; method of investigation; fatality review process. (1) The district attorney in each county shall be responsible for developing inter-agency and multidisciplinary teams to consist of but not be limited to law enforcement personnel, Department of Human Services child protective service workers, school officials, county health department personnel, child abuse intervention center workers, if available, and juvenile department representatives, as well as others specially trained in child abuse, child sexual abuse and rape of children investigation.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$681,436	\$162,238	\$623,324	\$170,920
Contracts	\$21,560	\$549,180	\$22,000	\$542,992
Materials & Supplies	\$8,039	\$13,518	\$9,578	\$13,405
Internal Services	\$62,739	\$36,247	\$65,065	\$36,366
Total GF/non-GF:	\$773,774	\$761,183	\$719,967	\$763,683
Program Total:	\$1,534,957		\$1,483,650	
Program FTE	4.00	2.00	4.00	2.00
Program Revenues				
Indirect for dep't Admin	\$25,848	\$0	\$25,395	\$0
Intergovernmental	\$0	\$761,183	\$0	\$763,683
Total Revenue:	\$25,848	\$761,183	\$25,395	\$763,683

Explanation of Revenues

CAMI - \$763,683

Significant Program Changes

Last year this program was: #15015A, District Attorney's Office-Child Abuse Team-MDT

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The MDT/Child Abuse Team has three primary functions: (1) Prosecute felony crimes involving child victims including homicide, physical abuse, abandonment and neglect; prosecute sexual exploitation and sexual assault of children where the perpetrator is considered family by blood relationship, any relationship through marriage, family relationships created by practice, e.g., live-in boyfriends or girlfriends of a parent, or by a relationship established through the courts, e.g., foster parents foster siblings and legal guardians. (2) Protect children through litigating dependency cases in juvenile court; and (3) Coordinate child protection efforts and policy with community partners to make and keep children safe.

Program Description

Also known as Multidisciplinary Child Abuse Team (MDT), this group of Deputy District Attorneys and staff are part of a larger team made up of representatives from law enforcement, public schools, hospitals, courts, health departments, the Oregon Department of Human Services (DHS), and the Oregon Department of Employment Child Care Division. The team provides services to child victims; minimizes the number of victim interviews; prevents abuse of other potential victims; increases the effectiveness of prosecution of both criminal and dependency cases; and, advises and provides information to the involved agencies in a coordinated and effective manner.

Located at the Gateway Children's Center campus, these Deputy District Attorneys are co-housed with the Child Abuse Hotline and a specialized police unit comprised of police detectives from the Portland Police Bureau and the Gresham Police Department. This program prosecutes some of the most troubling homicides and serious felony sexual and physical assaults against children in the county. This team reviews all fatalities which involve a child under the age of 18 years.

Deputy District Attorneys also work with the Oregon Department of Human Services (DHS) and other agencies to protect children who are abused and neglected. Deputy District Attorneys are responsible for litigating the most high risk/high lethality child protection cases (dependency cases) in Juvenile Court and for working with DHS and other agencies and partners to fashion plans which will provide protection for the child and opportunities for the parents to mitigate the dangers which brought the child to the attention of the court in the first place.

This program also coordinates the distribution Child Abuse Multidisciplinary intervention (C.A.M.I) funds which are generated from unitary assessment funds from the state, to a variety of local partners on an annual basis for projects associated with child abuse intervention.

Lastly, the MDT/Child Abuse Team covers a variety of other responsibilities including, providing a forum for discussion and resolution of interagency issues; assisting in training with agencies involved in child abuse; participating in policy meetings regarding child abuse and neglect; preparing and updating the protocols for the team, advising the team on child abuse legal issues.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of dependency cases	20	18	17	15
Outcome	Number of children protected	27	22	22	22
Output	Felony cases issued	18	18	17	15
Input	Felony cases reviewed	55	58	55	55

Performance Measure - Description

Output - The number of new or reopened dependency cases.

Outcome - The number of children protected on dependency cases.

Output - The number of felony cases for which a felony charging document was issued by this unit.

Input - Total number of cases submitted for review.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

ORS 418.747 Inter-agency teams for investigation; duties; training; method of investigation; fatality review process. (1) The district attorney in each county shall be responsible for developing inter-agency and multidisciplinary teams to consist of but not be limited to law enforcement personnel, Department of Human Services child protective service workers, school officials, county health department personnel, child abuse intervention center workers, if available, and juvenile department representatives, as well as others specially trained in child abuse, child sexual abuse and rape of children investigation.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$191,375	\$0	\$199,616	\$0
Total GF/non-GF:	\$191,375	\$0	\$199,616	\$0
Program Total:	\$191,375		\$199,616	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was:

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

The Child Support Enforcement program provides parents of children up to age 18 or 21, if attending school, with legal assistance in establishing, modifying and collecting child support and medical support and legal paternity.

Program Description

The program works cooperatively and collaboratively with all Oregon county jurisdictions, state and federal agencies, all 50 states and dozens of foreign governments in the establishment and collection of child support and enforcement of medical coverage. In addition, the program works to legally establish paternity when necessary through DNA analysis and legal proceedings. With two locations (Downtown and East County) the program routinely carries average caseload of approximately 8300 cases and collects approximately \$34 million annually. Every dollar collected (less a \$25 annual fee) through the program is sent out directly to custodial parents for the benefit of the minor child or children. This program benefits over 10,000 children annually in Multnomah County. This program helps provide economic stability for thousands of families and over ten thousand children in Multnomah County.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases worked per year	7,189	7,250	7,100	7,100
Outcome	Amount of child support collected	30,566,890	32,500,000	30,027,858	30,000,000

Performance Measure - Description

Output - Number of cases worked per year based on monthly averages.

Outcome - The total amount of child support and past due child support collected during the year.

Legal/Contractual Obligation

ORS 25.080 provides the statutory authority and responsibility for the Multnomah County District Attorney Support Enforcement Division per intergovernmental agreement with the Division of Child Support, Oregon Department of Justice.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$565,000	\$1,689,975	\$595,500	\$1,616,025
Contracts	\$0	\$10,000	\$0	\$10,000
Materials & Supplies	\$0	\$34,790	\$0	\$35,336
Internal Services	\$0	\$480,461	\$0	\$468,518
Total GF/non-GF:	\$565,000	\$2,215,226	\$595,500	\$2,129,879
Program Total:	\$2,780,226		\$2,725,379	
Program FTE	7.40	18.60	7.33	16.67
Program Revenues				
Indirect for dep't Admin	\$106,785	\$0	\$99,380	\$0
Fees, Permits & Charges	\$0	\$40,000	\$0	\$40,000
Intergovernmental	\$0	\$2,155,225	\$0	\$2,089,879
Other / Miscellaneous	\$0	\$20,000	\$0	\$0
Total Revenue:	\$106,785	\$2,215,225	\$99,380	\$2,129,879

Explanation of Revenues

Federal Matching Funds - \$1,598,178
 DEFRA Fee - \$40,000
 State General Fund - \$187,804
 Incentive - \$303,897

Significant Program Changes

Last year this program was: #15019, District Attorney's Office-Child Support Enforcement

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Program Alternative /

Related Programs:

Program Characteristics:

Executive Summary

This is a Chief Deputy District Attorney that provides leadership, policy direction, long and short range planning and daily operational oversight for Division III.

Program Description

The Chief Deputy District Attorney of Division II is a member of senior level management with specific division level responsibilities. The Chief Deputy has direct and daily oversight responsibility of the UC/Gangs felony trial unit, the Misdemeanor trial unit, Intake, the Neighborhood DA program, and the District Attorney's investigative staff.

The Chief Deputy provides leadership, policy direction, long and short range planning and daily operational oversight.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output		0	0	0	0
Outcome		0	0	0	0

Performance Measure - Description

Legal/Contractual Obligation

ORS 8.760 Deputies may be authorized and paid by county. The county court or board of county commissioners may empower the district attorney to appoint one or more deputy district attorneys whose compensation shall be fixed by the county court or board of county commissioners and paid out of the county funds in the same manner as county officers are paid. [Amended by 1961 c.586 §4]

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$219,273	\$0	\$241,278	\$0
Total GF/non-GF:	\$219,273	\$0	\$241,278	\$0
Program Total:	\$219,273		\$241,278	
Program FTE	0.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was:

In FY13, the District Attorney had two Chief Deputy DAs, one which oversaw the Felony Division (felony trial units A, B, C, D, and the Pre-Trial Unit), and another which oversaw the Family and Community Justice Division (DV, MDT, the Misdemeanor Trial Unit, the Neighborhood DA program, and the Support Enforcement Division). For FY14, the District Attorney has gone to a three chief structure by splitting up the Felony and Family and Community Justice Divisions into Division I, Division II, and Division III. The third Chief Deputy position was created by reducing the number of Senior Deputy DAs overseeing Unit C/Gangs from two to one.

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Felony Trial Unit C/Gangs prosecutes a variety of very serious and mid-level felony crimes including: Homicides, Robberies, weapons offenses, gang crimes, vehicular homicides and assaults, arson, residential burglaries and felony animal abuse. These crimes are predominantly person crimes, and many of the violent cases handled by this unit have long-lasting effects on the victimized community members.

Program Description

This program works closely with federal, state and local law enforcement agencies to prosecute serious person and property crimes, including those cases involving homicides, vehicular assaults and homicides, crimes involving gangs, weapons possession by felons, arson, animal abuse, all degrees of robberies, and residential burglaries. Unit C/Gangs works cooperatively with state and local law enforcement agencies and community partners to target and reduce the instances of gang related crime through aggressive enforcement and prosecution. In the continuum of prosecution services, this unit prosecutes mostly high risk and some medium level offenders, and many cases handled in Unit C/Gangs have high visibility in the community. The program also works cooperatively with the Portland Police Bureau, Multnomah County Sheriff's Office, Gresham Police Bureau, and other local law enforcement agencies in the County to promote better case investigation and development by consulting with and training officers in the complex legal issues these cases present. Members of the unit are available to officers with questions 24 hours per day, 7 days per week. Additionally, the unit works with the Bureau of Alcohol, Tobacco and Firearms and the US Attorney's Office to reduce by vigorous prosecution the illegal use, possession and transfer of firearms. Hundreds of these weapons cases are handled annually, resulting in both state and federal prosecutions. A key goal to the Unit C/Gangs program is to make sure that offenders are held accountable for their criminal behavior and that the rights of victims are protected. The program seeks to hold offenders accountable for committing serious person and property crimes, and seeks to engage other community partners in reducing gang related violence and illegal activities in the schools and neighborhoods.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases issued	777	775	800	775
Outcome	Cases resolved	676	735	800	735

Performance Measure - Description

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

Legal/Contractual Obligation

ORS 8.660 Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 Prosecuting violations: Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,440,019	\$63,000	\$1,551,752	\$52,771
Contracts	\$38,241	\$0	\$44,100	\$0
Materials & Supplies	\$14,053	\$0	\$19,470	\$0
Internal Services	\$15,351	\$3,150	\$14,736	\$2,638
Total GF/non-GF:	\$1,507,664	\$66,150	\$1,630,058	\$55,409
Program Total:	\$1,573,814		\$1,685,467	
Program FTE	11.08	0.42	10.63	0.37
Program Revenues				
Indirect for dep't Admin	\$2,246	\$0	\$1,842	\$0
Intergovernmental	\$0	\$66,150	\$0	\$55,409
Total Revenue:	\$2,246	\$66,150	\$1,842	\$55,409

Explanation of Revenues

JAIB Grant - \$55409

Significant Program Changes

✔ Significantly Changed

Last year this program was: #15008, District Attorney's Office- Unit C/Gangs Robbery, Weapons

In FY13, the District Attorney had two Chief Deputy DAs, one which oversaw the Felony Division (felony trial units A, B, C, D, and the Pre-Trial Unit), and another which oversaw the Family and Community Justice Division (DV, MDT, the Misdemeanor Trial Unit, the Neighborhood DA program, and the Support Enforcement Division). For FY14, the District Attorney has gone to a three chief structure by splitting up the Felony and Family and Community Justice Divisions into Division I, Division II, and Division III. The third Chief Deputy position was created by reducing the number of Senior Deputy DAs overseeing Unit C/Gangs from two to one.

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

This program holds offenders accountable by providing prosecution services for misdemeanor crimes. Intake attorneys review and issue charging documents on misdemeanor cases. Most non-violent offenders qualify for "Community Court" where they can earn a reduction or dismissal of their charges by giving back to local neighborhoods through community service while getting connected with needed social service programs. Offenders who decline or are ineligible for "Community Court" are prosecuted by the attorneys in the Misdemeanor Trial Unit.

Program Description

This program works collaboratively with the State courts and local law enforcement agencies to prosecute all misdemeanor crimes except those involving domestic violence. The attorneys assigned to Intake screen, issue or reject for prosecution misdemeanor offenses such as driving under the influence of intoxicants (DUII), resisting arrest, assault, sex abuse, theft, prostitution, stalking, trespass, strangulation and disorderly conduct. Intake attorneys also handle court appearances at the Justice Center including arraignments, DUII Diversion entries, Community Court and early resolution cases.

Cases involving non-violent offenders can also now be referred to the Community Courts located in downtown Portland and Gresham. These courts not only issue sanctions against offenders but also provide access to needed social services such as alcohol treatment, drug treatment and mental health services. With over 6000 cases processed each year, the Community Courts offer a cost-effective collaboration between the state courts, prosecution and social service providers.

Attorneys assigned to the Misdemeanor Trial Unit prepare cases for trial and represent the State of Oregon in misdemeanor jury and bench trials. These attorneys also appear in court on other matters including pleas, sentencing, probation violation hearings, and restitution hearings. Attorneys in the trial unit work collaboratively with the Neighborhood DA program by prosecuting their issued cases. Because of the large volume of cases and the continued expansion of East County, prosecutors present cases to courts located in downtown Portland and also in Gresham.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases issued	13,114	12,450	14,100	13,000
Outcome	Cases resolved	11,213	12,000	10,200	11,500
Input	Cases reviewed	16,526	14,975	16,500	15,000

Performance Measure - Description

Output - The number of cases for which a charging document has been created for this unit.

Cases resolved - The number of cases completed and closed in that unit.

Cases reviewed - The total number of cases that have been submitted to that unit.

Legal/Contractual Obligation

ORS 8.665 Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.660 Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$2,231,423	\$0	\$2,458,001	\$0
Contracts	\$46,123	\$0	\$51,000	\$0
Materials & Supplies	\$19,222	\$0	\$29,816	\$0
Internal Services	\$113,359	\$0	\$99,712	\$0
Total GF/non-GF:	\$2,410,127	\$0	\$2,638,529	\$0
Program Total:	\$2,410,127		\$2,638,529	
Program FTE	25.50	0.00	26.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #15016, District Attorney's Office-Misdemeanor Trial, Intake, Community Court

Lead Agency: District Attorney
Program Offer Type: Innovative/New Program
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

This program provides specific and dedicated resources designed to enable those with mental illness to live safely and productively within the community. The mental health deputy district attorney is the DA coordinator for the Multnomah County Mental Health Court. The mental health deputy district attorney also participates in civil commitment hearings 4 days per week and attends weekly mental health court appearances. The mental health attorney meets weekly with the Behavioral Health Unit of the Portland Police Bureau and supervisors from Multnomah County Mental Health and Addiction Services Division to address potential solutions regarding individuals in the community who suffer from a mental illness and present a public safety concern.

Program Description

The mental health deputy district attorney is the DA coordinator for the Multnomah County Mental Health Court which is a specialized treatment court, designed to reduce criminal activity committed by persons suffering from a qualifying mental health diagnosis. The court is a cooperative effort among multiple agencies, including the Multnomah County District Attorney's Office, Multnomah County Circuit Court, Multnomah County Mental Health Department, Metropolitan Public Defender, Multnomah County Department of Community Justice, and the Multnomah County Sheriff's Office. Mental Health Court participants are on probation; both supervised (formal probation) and unsupervised (bench probation). As a condition of the probation, defendants are offered an opportunity to participate in the Mental Health Court program. Once accepted into Mental Health Court, the participant is assigned to a Mental Health Court Monitor. The monitor works with the participant on issues such as housing, medication management, health care appointments, and transportation. Participants are expected to stay free of drugs and alcohol, to meet regularly with their assigned monitor, to take all prescribed medication, pay restitution to victims, keep all appointments with service providers, and obey all laws. It takes a minimum of one year to complete Mental Health Court. The mental health attorney staffs the weekly mental health court appearances and works closely with Multnomah County Mental Health and Addiction Services Division, the defense bar, the Judge, and a probation officer to manage the participants.

The mental health deputy district attorney works closely with the Involuntary Commitment Program of Multnomah County Mental Health Division to civilly commit allegedly mentally ill persons who pose a danger to self or others, or are unable to provide for their basic personal needs. The mental health attorney calls witnesses and participates in civil commitment hearings 4 days per week. These commitment hearings take place at the courthouse and at local hospitals.

The mental health attorney meets weekly with the Behavioral Health Unit of the Portland Police Bureau and supervisors from Multnomah County Mental Health and Addiction Services Division. This collaborative effort is designed to address potential solutions regarding individuals in the community who suffer from a mental illness and present an active or ongoing public safety concern.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of court appearances	0	0	1,780	1,700
Outcome	Number of civil committments	0	0	400	400

Performance Measure - Description

Output - The number of court appearances attended by DDA.

Outcome - The number of civil committments attended by DDA.

Legal/Contractual Obligation

Multnomah County is responsible for providing all commitment services, regardless of state funding level. ORS 426.250. Either the district attorney or other counsel designated by Multnomah County is responsible for representing the State's interests in civil commitment proceedings. ORS 426.100.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$116,476	\$0
Total GF/non-GF:	\$0	\$0	\$116,476	\$0
Program Total:	\$0		\$116,476	
Program FTE	0.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was:

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Neighborhood District Attorney Program is comprised of neighborhood-based Deputy District Attorneys who work directly with local individual citizens, community groups, neighborhood associations, business associations and law enforcement agencies in communities throughout Multnomah County to identify and develop strategies to combat quality of life crimes and improve neighborhood livability. NDAs also review and issues charging documents on misdemeanor cases throughout the county.

Program Description

This is a nationally recognized model program for engaging a variety of community, business and law enforcement partners in identifying crime issues and developing strategies within a community to combat quality of life crime in neighborhoods throughout Multnomah County. The Neighborhood prosecutors are strategically located in East, North/Northeast, West and the Gresham areas. Each Neighborhood District Attorney (NDA) is responsible for working with the police, other government agencies, businesses and citizens to improve the quality of life in the areas they serve. This includes keeping police officers up to date on criminal law changes, making the criminal justice system user-friendly for responsible area businesses, marshaling prosecution resources to solve entrenched neighborhood problems, attending community meetings and providing legal tools for citizens and police to use to improve their quality of life, such as collaborating on partnership agreements, business trespass agreements, drug impact areas, focused prosecutions and involving citizens to obtain search warrants to close neighborhood drug houses. Specialized prosecutors are contracted with Lloyd Business District and Tri-Met to prosecute crimes and solve crime problems specific to those entities. There is also one additional prosecutor in the North/Northeast area assigned to coordinate county-wide misdemeanor gang prosecutions and probation with the Portland Police and Multnomah County Circuit Court in an effort to have these emerging gang members mentored by area pastors and community leaders. In addition the program issues approximately one half of all misdemeanors processed by the office, including quality-of-life misdemeanors such as drinking, camping, graffiti, drugs and prostitution.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Cases issued	0	5,000	5,600	5,000
Outcome	Problem solving contacts	41,461	39,500	34,000	39,500
Input	Cases reviewed	6,736	5,665	6,400	5,665

Performance Measure - Description

Output - The number of cases for which a charging instrument has been created by this unit.

Outcome - The number of problem solving contacts Neighborhood DAs have with citizens, law enforcement, businesses, and neighborhood associations or other special interest organizations.

Input - The total number of cases submitted to the unit.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$647,865	\$531,369	\$706,706	\$489,251
Contracts	\$0	\$5,000	\$0	\$48,675
Materials & Supplies	\$15,475	\$2,000	\$15,398	\$0
Internal Services	\$16,010	\$10,531	\$14,764	\$14,163
Total GF/non-GF:	\$679,350	\$548,900	\$736,868	\$552,089
Program Total:	\$1,228,250		\$1,288,957	
Program FTE	5.34	2.66	5.24	2.26
Program Revenues				
Indirect for dep't Admin	\$7,510	\$0	\$9,890	\$0
Intergovernmental	\$0	\$282,525	\$0	\$284,804
Other / Miscellaneous	\$12,500	\$266,375	\$12,500	\$267,285
Total Revenue:	\$20,010	\$548,900	\$22,390	\$552,089

Explanation of Revenues

Lloyd Contract - \$75,000
Trimet Contract - \$192,285
DA JAG - \$64,569
DA Albina Grant - \$220,235

Significant Program Changes

Last year this program was: #15017A, District Attorney's Office-Neighborhood DA

Lead Agency: District Attorney

Program Contact: Adam Brown

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

This program offer funds one Deputy District Attorney (DDA) 2 position that has previously been funded by the City of Portland. The DDA assigned to the Prostitution Coordination Team reviews all misdemeanor cases and defendants including their probation requirements, probation violations, detainers, and treatment status. The DDA also prosecutes felony violations of ORS 167.012, Promoting Prostitution, and concurrent sexual offenses involving child victims such as ORS 163.355, Rape III, ORS 163.385, Sodomy III, ORS 163.415, Sex Abuse II, and ORS 163.415, Sex Abuse III. The DDA will also be available to litigate juvenile dependency proceedings where the Department of Human Services seeks to obtain temporary custody of sexually exploited children.

Program Description

The DDA assigned to the Prostitution Coordination Team is assigned to review all misdemeanor cases and defendants including their probation requirements, probation violations, detainers, and treatment status. The Prostitution NDDA oversees the First Offender Program through Community Court. Within this program the DDA also oversees the Sexual Buyers Accountability and Diversion Program ("John School") where 116 offenders attended and completed the requirements between 2011 and 2012. Daily the Prostitution DDA works with PPB officers assigned to the East Precinct Prostitution Coordination team to decrease prostitution activity on the internet and in neighborhoods, especially bordering 82nd Avenue. In addition, the Prostitution DDA works with PPB Detectives assigned to the Minor Victims of Sex Trafficking unit in the investigation and prosecution of ORS 167.012, Promoting Prostitution, as well as common concurrent charges such as Rape III, Sodomy III, and Sex Abuse II and III. The Prostitution DDA sits on the Executive Board for Multnomah County Commercially Sexually Exploited Children (CSEC) working group and litigates juvenile dependency proceedings with the Oregon Department of Human Services when the subject of the proceeding is a CSEC child. The Prostitution DDA is regularly involved with drafting, testifying and working with legislators in Salem regarding prostitution and sex trafficking Laws. Furthermore, the Prostitution DDA regularly presents to neighborhood organizations, community groups, business organizations, and trains law enforcement and DHS personnel.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Prostitution cases issued	56	975	0	490
Outcome	Problem solving contacts	7,811	6,850	0	3,430
Input	Prostitution cases reviewed	172	185	0	95

Performance Measure - Description

Output - The number of cases for which a charging instrument has been created in the DA in this position.

Problem solving contacts - The number of annual problem solving contacts the Prostitution Neighborhood DA has with citizens, law enforcement, businesses, and neighborhood associations or other special interest organizations.

Cases reviewed - Total number of cases submitted to the unit.

Legal/Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

8.685 - Assisting juvenile court; right to appear. (1) The district attorney shall, upon request of the juvenile court, appear in the juvenile court to assist the court in any matter within its jurisdiction. (2) In counties having a population of more than 150,000, according to the latest federal decennial census, the district attorney shall designate a deputy to assist the juvenile court as provided in subsection (1) of this section. (3) The district attorney is entitled to appear on behalf of the state in the juvenile court in any matter within the jurisdiction of the court.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$125,000	\$70,000	\$0
Total GF/non-GF:	\$0	\$125,000	\$70,000	\$0
Program Total:	\$125,000		\$70,000	
Program FTE	0.00	1.00	0.50	0.00
Program Revenues				
Intergovernmental	\$0	\$125,000	\$0	\$0
Total Revenue:	\$0	\$125,000	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #15017B, Neighborhood DA- Prostitution and Sex Trafficking
Due to a reduction in City of Portland funding, this position has been reduced from 1.00 FTE to 0.50 FTE.

Lead Agency: District Attorney
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Adam Brown

Executive Summary

The Investigation unit provides case specific felony investigation, evidence gathering, witness interviews and transport, subpoena service and other trial assistance as is determined by the Deputy District Attorney.

Program Description

The Investigations unit works closely and in cooperation with federal, state and local law enforcement agencies and Deputy District Attorneys to provide investigation services on high, medium and low level felony cases. With a combination of District Attorney Investigators and Investigators assigned to the office from the Portland Police Bureau, the program provides case specific evidence gathering and evaluation, witness interviews and transport for testimony, background investigations and service of subpoenas that compel witness appearance. Investigations are a crucial and integral part of the prosecution of all felony cases. The Investigations program works to assist in holding offenders accountable by effective and aggressive prosecution.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Subpoenas issued	5,565	6,650	6,800	6,800
Outcome	Subpoenas served	8,081	6,100	8,000	8,000

Performance Measure - Description

Output - The number of subpoenas given to the investigative staff for personal service.

Outcome - The number of subpoenas for which the personal service was completed.

Legal/Contractual Obligation

8.660 Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$354,255	\$36,000	\$363,217	\$36,000
Contracts	\$27,070	\$0	\$32,000	\$0
Materials & Supplies	\$18,424	\$0	\$18,263	\$0
Internal Services	\$90,386	\$0	\$90,180	\$0
Total GF/non-GF:	\$490,135	\$36,000	\$503,660	\$36,000
Program Total:	\$526,135		\$539,660	
Program FTE	3.64	0.36	3.61	0.39
Program Revenues				
Intergovernmental	\$0	\$36,000	\$0	\$36,000
Total Revenue:	\$0	\$36,000	\$0	\$36,000

Explanation of Revenues

Gresham Contract - \$36,000

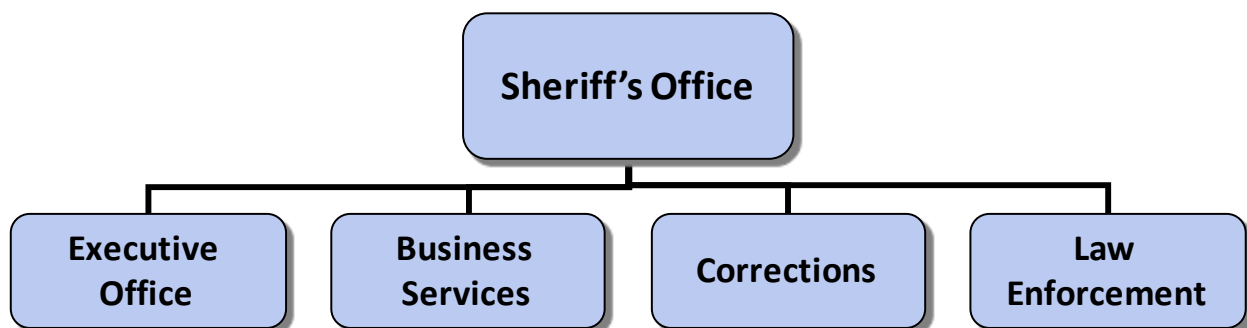
Significant Program Changes

Last year this program was: #15011, District Attorney's Office-Investigations

Department Overview

The Sheriff's Office plays a unique, comprehensive role in the continuum of Public Safety Services here in Multnomah County. The Sheriff's reach is extensive, providing law enforcement services, search and rescue operations, civil process, civic emergency coordination and community policing to unincorporated areas in the Columbia River Gorge, east and west county communities, forested public watersheds and waterways both remote and urban. The Sheriff is also the first responder in providing social service contacts to these areas, coordinating Health Department, Human Services and other responses as needed. When police contact in any of these areas results in arrest, Sheriff's deputies transport arrestees to the Sheriff Office Booking Facility, located at the Multnomah County Detention Center in downtown Portland. There arrestees are searched, medically screened by Health Department staff and evaluated by court and corrections staff for release options or potential housing. If housed in one of the Sheriff's Office jail facilities, pretrial inmates and sentenced offenders are assessed for potential placement in programs offered in the jails – programs targeting mental health, addiction treatment and services, and post-release housing and job training to name a few. Through all these activities, arrest and booking, court transport to housing and, programming to release, Sheriff's staff are directly involved in the care, custody and control of these individuals, giving the Multnomah County Sheriff and staff a uniquely comprehensive role in county Public Safety.

All of these services are important elements to a "stream of offenders" approach to public safety services and serve to fulfill the priority of safety at home, work, school, or play.



Budget Overview

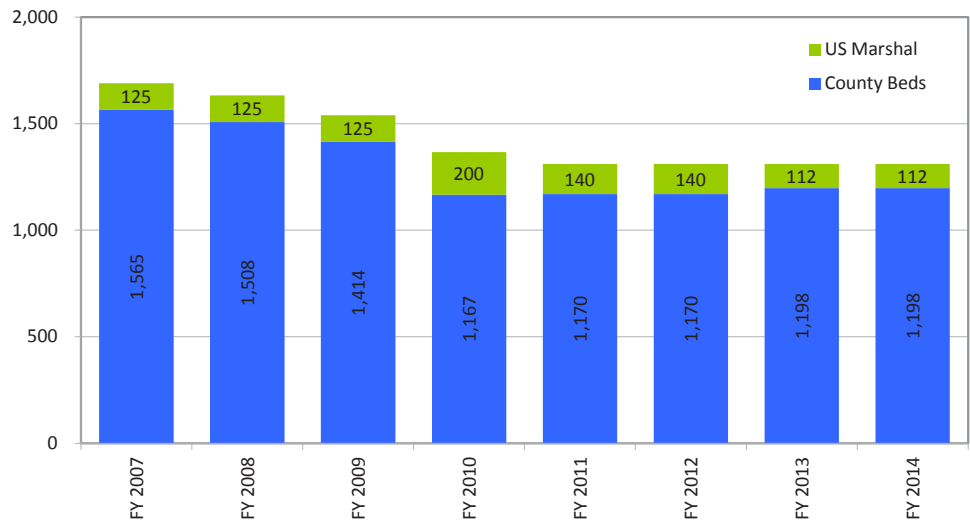
The Sheriff's Office total budget for FY 2014 is \$122.3 million and 776.32 FTE. General Funds total \$107.4 million or 88% of the budget. A year over year comparison shows the General Fund increased by \$1.7 million or 1.6%. This increase is understated due to the Board's action of removing \$2.24 million from the Sheriff's General Fund overtime budget and placing it into the General Fund contingency. These funds will be appropriated quarterly when the Sheriff reports back to the Board on issues surrounding overtime, hiring and retirements.

The General Fund backfilled the Human Trafficking Task Force (60073) for \$132,923 which was previously a grant funded program.

Other funds account for \$14.9 million or 12%. Other funds stayed flat year over year.

The budget maintains the jail bed capacity of 1,310 beds, 112 which are contracted for by the US Marshals Service. The budget also retains all the patrol and support functions of the Sheriff's Office.

Sheriff's Office Jail Bed Capacity



Budget Trends*	FY 2012		FY 2013		FY 2014	
	FY 2012	FY 2013	FY 2013	FY 2014		
	Actual	Current Estimate	Adopted Budget	Adopted Budget	Difference	
Staffing FTE	777.74	752.65	777.65	776.32	(1.33)	
Personnel Services	\$96,396,367	\$98,201,786	\$97,306,566	\$99,160,738	\$1,854,172	
Contractual Services	1,069,592	886,262	978,106	936,948	(41,158)	
Materials & Supplies	20,235,311	19,422,039	21,284,426	21,767,104	482,678	
Capital Outlay	314,090	505,915	505,915	424,994	(80,921)	
Total Costs	\$118,015,360	\$119,016,002	\$120,075,013	\$122,289,784	\$2,214,771	

*Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

Successes

The Sheriff's Office has taken a leading role in Multnomah County's commitment to sustainability through the Sustainable Jail Project, diverting thousands of pounds of compostable materials away from local landfills and implementing system-wide sustainability practices in purchasing and operations; practices that both reduce jail operational costs and protect the environment.

We are pleased the Corrections Grand Jury recognized improvements in overall management made by our agency; Of note:

- The operations of the Multnomah County Sheriff's Office (MCSO) jail system generally continue to improve, relative to consistent budget constraints over the past decade.
- Sheriff Dan Staton has done exemplary work while struggling to provide a breadth of services to the inmate population given budget constraints.
- The Sheriff's Sustainability Initiative has reduced costs while providing an example for other county agencies to follow.

Challenges

Issues around Corrections Deputy staffing rise to the top of concerns for FY 2014. The Sheriff's Office has made significant progress in the hiring of Corrections Deputies since identifying and addressing the vacancy issue – hiring 24 deputies in FY 2012 and targeting resources in FY 2013 to improve upon that number. Of the Deputies hired to open MCIJ in 1988, many are becoming eligible to retire.

The expiration of several grants will impact quality services currently being delivered by the Sheriff's Office, In-Jail Gang Intelligence Deputy (60046), a Detective position and administrative staff support for in our Special Investigations Unit (60067B) and a cap on contract work with METRO. While these programs are valued by our agency and the citizens they serve, and speak to current serious issues on our county, they represent services auxiliary to our core mission and therefore subject to consideration for reduction absent a funding source.

Also at issue for the Sheriff's Office is the reduction in support resources during the last several budget years. While we have been able to maintain many popular programs by creating efficiencies and doing more with less, as we approach future constraint there is only a very limited ability to "thin the soup," and are forced to cut well executed, important programs to meet our constraint goal in order to protect services at the very core of our obligation to our citizens and Oregon statutory requirements.

Diversity and Equity

We serve Multnomah County by holding the Sheriff's Office management and staff accountable to ensure access, equity, and inclusion with its services, policies, practices, and procedures. The Sheriff's Office fully embraces county policy with specific regard to the prohibition of workplace harassment and discrimination, and conducts agency-wide training regarding these policies on an on-going basis.

We ensure our investments in the community build a more just and equitable Multnomah County. We have a culture of open collaboration, and respectful, courageous conversations about institutional barriers to equity. We unite around shared values of access, equity, inclusion and equity. Our workplaces are safe and our services are culturally responsive. Our workforce reflects community experience, needs and perceptions, and we actively participate in community events that value cultural diversity, equity, social justice and celebration of diverse lifestyles.

Specific steps to improve Diversity this year:

- Recruitment of minority and female deputies
- Promotion of female and minority Lieutenants and Captains
- Inclusion of non-sworn managers in the promotional selection panels for sergeants and lieutenants, adding greater diversity to the panels as well as introducing new administrative perspectives
- Training of both line and support staff regarding mental health issues which provides better support and understanding of the diverse inmate populations in our jails
- Participation in community events supporting diversity

Budget by Division

Division Name	FY 2014 General Fund	Other Funds	Total Division Cost	Total FTE
Executive Office	\$3,851,346	\$0	\$3,851,346	22.00
Business Services	12,540,053	15,000	12,555,053	67.00
Corrections Division	71,380,838	10,298,036	81,678,874	526.82
Law Enforcement	<u>19,617,855</u>	<u>4,586,656</u>	<u>24,204,511</u>	<u>160.50</u>
Total Sheriff's Office	\$107,390,092	\$14,899,692	\$122,289,784	776.32

Executive Office

The MCSO Executive Office plays the critical role of providing oversight for the operations of the entire agency, a focus on staff well being through the agency Chaplain, a single point of contact for the Office of Sheriff through the Public Information Officer, and a commitment to standards and ethical conduct through Professional Standards.

The Executive Office acts as the first point of policy for Sheriff's Office operations and interests. The Executive Office sets the course for the agency to follow, and ensures operations are safe and on target through units within the Office. The Inspections Unit accounts for agency firearms and other critical equipment, and oversees Life Safety functions for all of MCSO. Human Resources coordinates member's health and family concerns, as well providing support for members day-to-day work needs. They also conduct extensive background investigative work on each Sheriff's Office member prior to hiring, to ensure the agency employs men and women with the highest level of integrity. The Public Information Officer relays information about agency operations to the public through public records requests, media inquiry and periodical publication. The Internal Affairs Unit assures a commitment to effective and ethical conduct, both through investigation of complaints against members and through oversight of agency high-risk practices.

Significant Changes

To meet constraint a 0.40 FTE Corrections Deputy position was reduced in the amount of \$52,443.

At the FY 2014 budget adoption hearing, the Board approved an amendment that provided only the first quarter or \$748,014 of General Fund overtime in the MCSO adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced the Executive Division requested funds by \$66,570. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Business Services

Business Services is responsible for financial management, information technology, research and analysis, corrections records, staff training and other support. The programs operated by Business Services support both the Corrections and Enforcement Divisions which directly contribute to public safety and citizens feeling safe at home, work, school and play.

The Business Services Division support begins with the Fiscal Unit, which provides the necessary payroll, budget and accounting services to every unit in the Sheriff's Office. Analysis and reporting for all MCSO public safety activities happens at the Planning and Research Unit, where analysts provide data and reporting affecting budget, planning, and policy decisions at MCSO and throughout the public safety community. All operations, both uniform and civilian, rely heavily on information technology support provided by the Criminal Justice Information Systems Unit (CJIS). CJIS connects MCSO to the local community and the world through internet support, and keeps key information systems vital to investigation, booking and inmate data management up and running 24 hours a day, 7 days a week. The Training Unit assures members maintain both mandated certifications and perishable skills, as well as providing necessary training with regard to Life Safety issues, OSHA requirements, job skills and member career development.

Significant Changes

Business Services has no changes in staffing planned for FY 2014.

On January 1st of 2013 Senate Bill 1559 (enrolled) modified ORS 403.240(9) to instruct the Oregon Office of Emergency Management to make the State 9-1-1 Excise Tax distribution directly to the 9-1-1 jurisdiction that serves cities and unincorporated areas. This change removed the 9-1-1 Telephone Tax pass-through payments from the Sheriff's Office budget and makes the deposit directly to the Portland Bureau of Emergency Communication (BOEC), eliminating the future need to budget the pass-through of the State 9-1-1 Excise Tax in the Sheriff's Office budget.

At the FY 2014 budget adoption hearing, the Board approved an amendment that provided only the first quarter or \$748,014 of General Fund overtime in the MCSO adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced the Business Services Division requested funds by \$190,860. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Corrections Division

The MCSO Corrections Division's mission is to provide effective detention, rehabilitation and transitional services that together stabilize, protectively manage and positively impact arrestees, pretrial inmates and sentenced offenders, resulting in both cost-effective management of populations in jail and successful reentry into the community upon release. The core service is providing jail beds to the public safety system as the critical piece for providing offender accountability, and maintenance of these beds that provide a strong deterrent to criminal behavior.

As the sole provider of jail beds in a largely urban population, the Corrections Division encounters a wide variety of persons who often have a multitude of issues, from mental and physical illness, to addiction or a propensity for violence. The division meets this challenge by providing medical screening of all arrestees at booking, and skilled, evidence-based objective classification of pretrial inmates and sentenced offenders leading to safe and appropriate housing choices. Many housing areas are designed to address special needs, including mental and medical health concerns and treatment, protective housing for vulnerable persons and high security custody for the most dangerous offenders. The division focuses on stabilizing pretrial inmates and sentenced offenders, fulfilling court requirements, then moving offenders to in-jail programming and work opportunities to support successful reentry into our communities by providing job skills, addiction and transitional services and reduced sentences through service on inmate Work Crews.

Significant Changes

In FY 2013, 59 beds at the Inverness Jail were funded with one-time-only funds. As a result for FY 2014, Dorm 4 (60041H) was not included in the initial constraint calculation but was restored in the Chair's Budget. This maintains our jail system capacity at 1,310 available beds.

In order to meet the County constraint, the Gresham Temporary Hold (60033B) remains out of target; a Corrections Counselor and a Program Administrator have been reduced in Inmate Programs (60037). Also the grant for the In-Jail Gang Intelligence Deputy (60046) expired and the position has been reduced. The Chair's budget restored: Turn Self In program (60034D); and the In-Jail Human Trafficking Sergeant (60050). A new Corrections Lieutenant position has been created from a management position reclassification which will act in the County Attorney Liaison/Jail Audit/Corrections Grand Jury role. The Sheriff's Office expects to receive \$400,000 from the State Criminal Alien Assistance Program (SCAAP) from the Department of Justice. Total reductions: 3.30 FTE and \$383,753.

At the FY 2014 budget adoption hearing, the Board approved an amendment that provided only the first quarter or \$748,014 of General Fund overtime in the MCSO adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced the Corrections Division requested funds by \$1,299,069. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Law Enforcement

The MCSO Law Enforcement Division's mission is to provide exemplary public safety services to citizens and visitors to Multnomah County. Operating under statutory mandates, each unit accomplishes specific functions that supports Multnomah County's overall mission. This division protects citizens by providing 24/7 law enforcement and human service connections to those who reside in or visit unincorporated areas and the communities of Maywood Park, Wood Village and Corbett. Deputies respond to 911 emergency calls, investigate traffic accidents, arrest wanted subjects and engage in solving community safety problems present in schools, businesses and neighborhoods. Tourism and recreation create conditions where citizens need emergency rescue assistance on land and in waterways.

This division provides education, enforcement and prevention of emergencies which occur on waterways. River patrol resources provide safe commercial and recreational access and passage to the County's 100 miles of rivers which operate within the United States' fifth largest port. Deputies enforce boating laws and provide security protection for marine communities. Dangerous drug abuse and addiction account for most crime in our community and this division helps reduce impact by providing countywide narcotics enforcement. Division detectives help children by investigating and arresting persons who exploit children for sex, labor and use technology as a tool to lure children. Detectives help citizens by investigating and arresting persons who abuse elderly and domestic violence victims.

Significant Changes

In order to meet the County constraint, an Office Assistant 2 was reduced from the INTERCEPT program (PO #60066) which reduces the administrative support for the detective who investigates state and federal laws relating to crimes against children, child pornography, child exploitation and the use of computers to promote these crimes. Grant funding ended in FY 2013 for a Detective in the Special Investigations Unit (60067), which places this position out of target. Expected increased fees in the Civil Process Program (60064A) will add a 1.00 FTE Program Coordinator position.

The Chair's Executive budget adds back the Human Trafficking Task Force Detective (60073) which had its grant funding ended in FY 2012. Also included in the Executive budget the general fund backfill for the Domestic Violence Enhanced Response Team (DVERT) Detective (60076). Enforcement Division total reductions are 2.00 FTE and \$192,548 dollars.

At the FY 2014 budget adoption hearing, the Board approved an amendment that provided only the first quarter or \$748,014 of General Fund overtime in the MCSO adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced the Enforcement Division requested funds by \$687,543. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Sheriff's Office

The following table shows the programs that make up the Office's total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Executive Office					
60000	MCSO Executive Office	\$1,604,489	\$0	\$1,604,489	8.00
60003	MCSO Human Resources	1,143,869	0	1,143,869	8.00
60005	MCSO Professional Standards	1,102,988	0	1,102,988	6.00
Business Services					
60010	MCSO Business Services Administration	1,304,054	0	1,304,054	1.00
60012	MCSO Criminal Justice Information Systems	4,672,439	0	4,672,439	7.00
60013	MCSO Fiscal Unit	781,191	0	781,191	6.00
60014	MCSO Time & Attendance Unit	498,111	0	498,111	5.00
60015	MCSO Planning & Research Unit	708,038	0	708,038	5.00
60021	MCSO Corrections Support	3,482,717	0	3,482,717	37.00
60022	MCSO Training Unit	1,093,503	15,000	1,108,503	6.00
Corrections Division					
60030	MCSO Corrections Division Admin	981,121	400,000	1,381,121	3.00
60032	MCSO Transport	2,617,616	0	2,617,616	16.00
60033A	MCSO Booking & Release	8,302,764	0	8,302,764	58.24
60034A	MCSO Court Services - Courthouse	3,610,157	0	3,610,157	23.00
60034B	MCSO Court Services - Justice Center	982,052	0	982,052	7.00
60034C	MCSO Court Services - JJC	255,678	0	255,678	2.00
60034D	MCSO Turn Self In Program	262,217	0	262,217	2.00
60035A	MCSO Facility Security - Courts	1,105,185	510,109	1,615,294	16.60
60035B	MCSO Facility Security - Jails	1,900,206	0	1,900,206	21.50
60035C	MCSO Facility Security - Library	678,790	0	678,790	7.00
60035D	MCSO Facility Security - JJC	139,409	0	139,409	2.00
60035E	MCSO Domestic Violence Gateway One Stop	69,705	0	69,705	1.00
60036	MCSO Classification	3,021,777	0	3,021,777	21.00
60037A	MCSO Inmate Programs	2,289,171	0	2,289,171	19.00
60038	MCSO CERT/CNT	111,759	0	111,759	0.00
60039	MCSO Corrections Work Crews	1,219,895	875,364	2,095,259	12.00

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Corrections Division cont.					
60040A	MCSO MDCDC Core Jail & 4th Floor	12,857,923	0	12,857,923	64.80
60040B	MCSO MDCDC 5th Floor	3,830,963	0	3,830,963	25.48
60040C	MCSO MDCDC 6th Floor	2,157,826	0	2,157,826	14.56
60040D	MCSO MDCDC 7th Floor	3,034,092	0	3,034,092	23.66
60040E	MCSO MDCDC 8th Floor	1,884,352	0	1,884,352	18.20
60041A	MCSO MCIJ Dorms 10, 11 & 18	7,347,129	7,941,672	15,288,801	75.20
60041B	MCSO MCIJ Dorms 12 & 13	3,076,589	0	3,076,589	20.02
60041C	MCSO MCIJ Dorms 14 & 15	1,904,247	0	1,904,247	12.74
60041D	MCSO MCIJ Dorms 16 & 17	608,087	0	608,087	3.64
60041E	MCSO MCIJ Dorms 6 & 7	2,142,166	0	2,142,166	14.56
60041F	MCSO MCIJ Dorms 8 & 9	1,186,370	0	1,186,370	9.10
60041G	MCSO MCIJ Dorm 5	1,683,562	0	1,683,562	14.56
60041H	MCSO MCIJ Dorm 4	640,658	0	640,658	5.46
60043	MCSO Close Street	1,270,478	0	1,270,478	9.00
60044	MCSO Volunteers	47,734	0	47,734	0.50
60045	MCSO Inmate Welfare	0	570,891	570,891	3.00
60050	MCSO In-Jail Human Trafficking	161,160	0	161,160	1.00
Enforcement Division					
60060	MCSO Enforcement Division Admin	716,973	0	716,973	1.00
60061	MCSO Enforcement Division Support	2,154,159	0	2,154,159	24.00
60063	MCSO Patrol	5,823,482	294,640	6,118,122	37.00
60064A	MCSO Civil Process	1,581,958	0	1,581,958	12.00
60065	MCSO River Patrol	1,777,927	1,104,247	2,882,174	14.50
60066	MCSO Detectives, INTERCEPT, Elder Abuse	1,410,089	7,000	1,417,089	9.00
60067A	MCSO Special Investigations Unit	677,655	273,381	951,036	5.00
60068	MCSO Warrant Strike Team	762,472	0	762,472	5.00
60069	MCSO Alarm Program	0	210,000	210,000	1.50
60070	MCSO Concealed Handgun Permits	9,973	335,000	344,973	3.00
60071	MCSO TriMet Transit Police	0	845,605	845,605	6.00

Prog. #	Program Name	FY 2014 General Fund	Other Funds	Total Cost	FTE
Enforcement Division cont.					
60073	MCSO Human Trafficking Task Force	132,923	0	132,923	1.00
60074	MCSO Metro Services	0	427,137	427,137	3.00
60076	MCSO Domestic Violence Enhanced Response Team	76,562	51,041	127,603	1.00
60077	MCSO Corbett Community Resource Deputy	137,926	0	137,926	1.00
60078	MCSO Logistics Unit	1,144,692	0	1,144,692	4.00
60079	MCSO Procurement & Warehouse	988,929	0	988,929	7.77
60080	MCSO Property & Laundry	2,207,054	0	2,207,054	19.00
60081	MCSO Commissary	0	757,838	757,838	3.73
60084	MCSO Gang Enforcement Deputy	0	280,767	280,767	2.00
60085	MCSO Hornet Trail Rescue Team	<u>15,081</u>	<u>0</u>	<u>15,081</u>	<u>0.00</u>
Total Sheriff's Office		\$107,390,092	\$14,899,692	\$122,289,784	776.32

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Lead Agency: Sheriff

Program Contact: Sheriff Dan Staton

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Sheriff and executive staff engage the community in defining and prioritizing public safety needs. The Sheriff establishes agency direction and standards to consistently demonstrate responsible leadership. The Sheriff and executive staff ensure that citizens both trust and believe that they are receiving a quality level of law enforcement and corrections services.

Program Description

Executive staff work with other agencies and departments to ensure the public safety system is balanced, works effectively together, and meets the expectations of the community in a fair and equitable manner. The Sheriff frequently contacts business and community leaders to assess and define their needs and then applies that information to the priorities and strategies of the agency. The Sheriff is a member of the Oregon State Sheriff's Association which guides industry standards and policies. The Sheriff maintains regular communications with employee, union, community, and government leaders. The Sheriff swears in sworn employees, conveying a personal commitment between the employee and Sheriff personally. Through the Public Information Officer, the community is informed and educated about important issues relating to the Sheriff's Office. An independent review of revenues and expenditures are routinely performed by staff for efficient use of taxpayer's dollars. This program supports the public trust and confidence by identifying and understanding the citizen's need to communicate between themselves and their elected officials. Public interaction through meetings, media events, public web site, and electronic mail create frequent, genuine-feeling interactions with their elected Sheriff. ORS 206.010 describes the Sheriff as "the chief executive officer and conservator of the peace of the county." Elected countywide, the Sheriff is accountable to the public for delivery of law enforcement and corrections services to ensure all citizens are protected in a fair and equitable manner.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Public Engagements by Executive Staff	181	52	160	160
Outcome	Number of divisions that achieve the majority of their performance measures	4	4	4	4
Outcome	Percent of performance measures met agency wide	91.0%	90.0%	87.0%	90.0%

Performance Measure - Description

Measures represent a summation of total agency performance measures. MCSO has four divisions/sections: exec office including professional standards, business services, corrections and enforcement.

"Public Engagements of Executive Staff" was a new measure in FY13.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,140,593	\$0	\$1,159,151	\$0
Contracts	\$33,773	\$0	\$34,533	\$0
Materials & Supplies	\$131,013	\$0	\$133,962	\$0
Internal Services	\$267,050	\$0	\$276,843	\$0
Total GF/non-GF:	\$1,572,429	\$0	\$1,604,489	\$0
Program Total:	\$1,572,429		\$1,604,489	
Program FTE	8.00	0.00	8.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ **Significantly Changed**

Last year this program was: #60000, MCSO Executive Office

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$32,002. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Jennifer Ott

Executive Summary

The Sheriff's Office Human Resources perform the staffing and personnel functions for its approximately 800 positions and employees.

Program Description

This program conducts staffing-related functions including: recruitment, position tracking, promotional assessment centers, interviews, fingerprinting, documentation, arrangements for psychological testing, hiring, photography and preparation of identification cards, records maintenance (including compliance with HIPAA rules regarding medical files), termination activities, conduct of labor-management interaction, affirmative action, leave administration including the Family Medical Leave Act, the Oregon Family Leave Act, military leave, Workers Compensation and administrative leave. This program is essential to support the Sheriff's Office's staffing functions. The Sheriff's Office has three unions, is a 24/7 workplace, requires thorough and in depth backgrounds of all employees and maintains a high level of staff security. These conditions require HR to function in a highly specialized environment.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of leave requests (Admin/LOA/FMLA/OFLA/WC/Military)processed	416	411	420	420
Outcome	Percent of all applicants that are screened within two weeks of the closing day	100.0%	100.0%	100.0%	100.0%

Performance Measure - Description

HR strives to ensure that the increased number of applications is processed in a timely manner as well as ensuring employees' appropriate and applicable state and federally-protected coverage is applied. This comes in an environment of increased FMLA/OFLA usage and where we also continue to address inappropriate sick time usage.

Data are from SAP.

Legal/Contractual Obligation

Support for Sheriff's Mandates, including ORS Chapters 206 and 169.

Family Medical Leave Act (FMLA) of 1994.

Health Insurance Portability and Accountability Act (HIPAA) of 1996.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$963,174	\$0	\$1,023,217	\$0
Contracts	\$11,177	\$0	\$11,428	\$0
Materials & Supplies	\$22,906	\$0	\$23,422	\$0
Internal Services	\$78,058	\$0	\$85,802	\$0
Total GF/non-GF:	\$1,075,315	\$0	\$1,143,869	\$0
Program Total:	\$1,075,315		\$1,143,869	
Program FTE	8.00	0.00	8.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60003, MCSO Human Resources

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$19,855. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Harry Smith

Executive Summary

Professional Standards consists of the Inspections Unit and the Internal Affairs Unit (IAU). Inspections ensures the agency's operations and staff conform to established policies, procedures, existing laws, and ethical standards through scheduled and unscheduled inspections and audits. IAU investigates allegations of employee misconduct to ensure accountability of MCSO public employees. Professional Standards is headed by an Inspector who reports directly to the elected Sheriff.

Program Description

Professional Standards ensures accountability through continual inspections and investigations of MCSO operations and personnel. The Inspections Unit develops policies and procedures based on public safety industry best practices. The unit inspects and audits MCSO operations and correctional facilities, facilitates and monitors safety committees, conducts accident reviews, and provides Life Safety education and training. The Inspections Unit conducts performance audits of specific operations to discover and correct policy deficiencies. The Internal Affairs Unit conducts independent investigations of allegations of employee misconduct to ensure the integrity of and confidence in MCSO employees. Each complaint is initially evaluated by a Pre-Investigative Assessment. IAU investigations are conducted in accordance with established due process requirements to ensure accountability of not only employees but the IAU process itself.

MCSO is an agency whose sworn members are authorized by law to arrest and confine citizens against their will. Its sworn members are authorized under justifiable circumstances to take human life. With that enormous responsibility and potential liability, the public deserves assurance that the agency is conducting its mandated duties lawfully, efficiently, and in the most cost-effective manner possible. Professional Standards, operating independent of the chain-of-command and reporting directly to the elected official in charge of the agency, ensures that accountability.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total audits of Agency properties and assets and total inquiries	82	80	132	120
Outcome	Number of processed complaints that required a full IAU investigation	17	12	30	35
Output	Number of complaints processed via Pre-Investigative Assessment	148	0	140	140
Outcome	Number of cases initiated to investigate leave abuse	5	2	7	5

Performance Measure - Description

 **Measure Changed**

- "Total internal audits of agency properties, processes, assets and total inquiries" includes: individual narcotics case audits, weapons audits, weapons destruction processing, program unit audits, property audits (county owned/seized), safety inspections, and quality control audits. The "total inquiries" includes investigation of and response to security threats to Multnomah Building occupants and County employees. Data counted from audit files.
- "Number of processed complaints that required a full IAU investigation" indicates the number of complaints that rise to a level of seriousness that may result in formal discipline. Data is taken from IAU databases.
- "Number of complaints processed via Pre-Investigative Assessment" is a new measure. This measure indicates the overall number of complaints received by IAU. All complaints receive serious attention and a preliminary inquiry is conducted to determine the need for a full administrative investigation. Data is taken from IAU databases.
- "Number of cases initiated to investigate leave abuse" indicates the effects of efforts to combat issues surrounding patterns of sick leave abuse in order to ensure attendance accountability as identified in previous audits and inquiries. Data taken from IAU databases.

Audits and processed complaints have increased due to the addition of security threat assessments and inquiries regarding problem people at County facilities as a function. Also, the Sheriff and Professional Standards lieutenant are focusing on increasing the agency's level of accountability through audits and the processing of complaints.

Legal/Contractual Obligation

Labor contracts: Deputy Sheriff's Assn.: Article 19 Local 88: Article 17 Mult. Cty. Corr. Deputies Assn: Article 18

MCSO Agency manual

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$928,886	\$0	\$915,564	\$0
Contracts	\$69,872	\$0	\$71,444	\$0
Materials & Supplies	\$26,505	\$0	\$27,102	\$0
Internal Services	\$77,760	\$0	\$88,878	\$0
Total GF/non-GF:	\$1,103,023	\$0	\$1,102,988	\$0
Program Total:	\$1,103,023		\$1,102,988	
Program FTE	6.40	0.00	6.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60005, MCSO Professional Standards

The .40 FTE Corrections Deputy position, along with the 1.0 FTE MCSO Program Administrator position in Program Offer 60037, have been cut to fund a Corrections Lieutenant's position that will be assigned to Corrections Administration.

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$14,713. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Drew Brosh

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

Division administration provides administrative leadership and strategic direction to the Sheriff's Office Business Services Division. The Division administration turns Sheriff's policies and directives into the Program offerings that serve citizens in Multnomah County and supports the functions within the Corrections and Law Enforcement Divisions.

Program Description

Business Services is responsible for financial management, information technology (CJIS), planning and research analysis, corrections support, and training. The programs operated by Business Services support both the Corrections and Law Enforcement Divisions which directly contribute to citizens feeling safe at home, work, school and recreation – primarily the public safety system, social conditions and communities. Programs offered hold offenders accountable for their actions. The Business Services Chief Deputy is responsible for policy development, assignment of resources, and oversight for all Division functions. The Business Services Chief Deputy ensures that programs are assessed for cost effectiveness, are culturally competent, and structured to complement each other within the Sheriff's Office and Multnomah County government.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Performance Measures Met within Division	100.0%	90.0%	90.0%	90.0%
Outcome	Corrections Deputy Vacancies Filled	0	20	24	25

Performance Measure - Description

The growing number of vacancies in the Corrections Deputy job classification, combined with the growing number of anticipated retirements, has made management of Corrections Deputy vacancies a major focus of MCSO budget management over the next 5 years. The Corrections Division makes up 67% of the MCSO budget overall, with nearly 80% of that cost directly related to personnel.

"Percent performance measures met in Division" represents a summation of total Division performance measures. Does not include Business Services Admin.

"Corrections Deputy Vacancies Filled" from Business Services Memorandum January 2012, "OTO Hiring Proposal"

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$368,225	\$0	\$381,156	\$0
Contracts	\$12,200	\$0	\$12,475	\$0
Materials & Supplies	\$876,439	\$0	\$895,767	\$0
Internal Services	\$16,645	\$0	\$14,656	\$0
Total GF/non-GF:	\$1,273,509	\$0	\$1,304,054	\$0
Program Total:	\$1,273,509		\$1,304,054	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Fees, Permits & Charges	\$803,002	\$0	\$753,338	\$0
Other / Miscellaneous	\$5,000	\$0	\$5,000	\$0
Total Revenue:	\$808,002	\$0	\$758,338	\$0

Explanation of Revenues

\$5000 - Faces of Meth/Drugs to Mugs CD/DVD Sales
 \$5000 - Faces of Meth/Drugs to Mugs Donations
 \$748,338 - Revenue from Departmental Indirect (FY 14's Departmental rate is 5.61%)

Significant Program Changes

✔ **Significantly Changed**

Last year this program was: #60010, MCSO Business Services Admin

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$8,102. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Andrew Potter

Executive Summary

The Criminal Justice Information Systems (CJIS) Unit's goal is to provide the highest quality, most cost effective IT services to MCSO users, so that they can provide exemplary service for a safe livable community. The CJIS Unit strives to provide the right information to the right people in a timely manner to make informed decisions.

Program Description

The MCSO CJIS Unit supports all aspects of IT for the Sheriff's Office, including but not limited to PCs, laptops, servers, printers, directory services (including email, authentication and security), mobile computer systems in the MCSO fleet and a number of CJIS and non-CJIS applications. MCSO currently supports upwards of 3000 users, between our internal users and partner agency users, which all need access to SWIS, IWS (Mugshot system) and other MCSO supported shared applications. The CJIS Unit works closely with Justice Partner agencies to provide their users access to MCSO applications. MCSO CJIS also supports external partners' access and authentication to MCSO CJIS applications as well as public access to MCSO data via our web site at www.mcso.us. MCSO CJIS is a partner with Multnomah County District Attorney IT, Portland Police IT and Multnomah County IT in collaborative work to benefit our agencies and our customers.

MCSO CJIS supports over 500 desktop PCs, 100 mobile data connections, 150 network printers, 100 servers and over 3000 users between MCSO staff, volunteers and External Partners needing access to MCSO CJIS Applications and IT Systems.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of work orders completed	3,914	3,500	4,350	4,200
Outcome	Average time to complete work orders (hours)	112	120	135	125

Performance Measure - Description

Note: some work orders take several days or weeks to complete, while others are completed within a few minutes.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$998,828	\$0	\$1,047,305	\$0
Contracts	\$20,000	\$0	\$20,450	\$0
Materials & Supplies	\$337,742	\$0	\$345,341	\$0
Internal Services	\$2,977,349	\$0	\$3,259,343	\$0
Total GF/non-GF:	\$4,333,919	\$0	\$4,672,439	\$0
Program Total:	\$4,333,919		\$4,672,439	
Program FTE	7.00	0.00	7.00	0.00
Program Revenues				
Intergovernmental	\$2,700	\$0	\$2,700	\$0
Total Revenue:	\$2,700	\$0	\$2,700	\$0

Explanation of Revenues

\$2,700 - Crime Capture reports for GPD/FBI/PPB.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60012, MCSO Criminal Justice Information Systems

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$13,992. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Wanda Yantis

Executive Summary

The MCSO Fiscal Unit program provides comprehensive financial services to the Multnomah County Sheriff's Office in support of the agency's public safety operations. The Sheriff's Office annual budget is over \$120 million dollars and is funded from a variety of sources including County general fund; State and Federal grants, fees and contracts; as well as through intergovernmental agreements with local jurisdictions.

Program Description

The Fiscal Unit gathers financial data, enters and processes transactions through the County financial system (SAP), conducts analysis, and reports financial information to Command Staff so that strategic operational decisions can be made. The Fiscal Unit makes certain that funds are available for running the agency's operating programs and documents their use by performing: budget development, modification and monitoring; fiscal projections; accounts receivable and payable; inmate welfare fund accounting and deposits; contract development and monitoring; grant accounting; travel and training processing; as well as monitoring County internal service reimbursements.

The Fiscal Unit provides monthly financial reports to management and information for the County's annual audit. Oregon budget law, County financial policies, County administrative procedures and internal controls are implemented and upheld by the Fiscal Unit. The Fiscal Unit works with the Planning & Research Unit and the Executive Office in providing information to the public.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of payments over 60 days	3.5%	5.0%	3.5%	5.0%
Outcome	Number of accounts payable payments made	4,880	5,000	4,300	5,000

Performance Measure - Description

County policy is to have payments made within 30 days of invoice, the data is from SAP on actual payment date vs. invoice date. The Outcome measure of payments made reflects the volume of checks processed by the unit with the outcome of vendors paid.

Legal/Contractual Obligation

Assist in the contract development and procurement process as well as provide accounting and time information reports on contracts, grants and IGA's for the Sheriff's Office.

ORS Chapter 294 — County and Municipal Financial Administration

ORS 206.020 Keeping records of and disposition of fees.

ORS 294.085 Examining books and papers of county officers.

ORS 297.515 County audits include judicial and law enforcement agencies and officers

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$678,498	\$0	\$699,998	\$0
Contracts	\$888	\$0	\$908	\$0
Materials & Supplies	\$12,972	\$0	\$13,264	\$0
Internal Services	\$62,254	\$0	\$67,021	\$0
Total GF/non-GF:	\$754,612	\$0	\$781,191	\$0
Program Total:	\$754,612		\$781,191	
Program FTE	6.00	0.00	6.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60013, MCSO Fiscal Unit

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$11,065. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Wanda Yantis

Executive Summary

The Time and Attendance Unit's role is to provide time entry, audit, and reporting to management ensuring that agency staff are accurately paid as well as policies, contract language, and work rules are being consistently followed. The Unit works with employees and management to resolve any overpayment/underpayment issues that occur.

Program Description

The Time & Attendance Unit's responsibility is to enter and report working and non-working time accurately and in a timely manner for the approximately 800 Sheriff's Office employees. The Sheriff's Office is a 24 hour, 365 days per year operation with many different employee schedules. The Unit performs time audits before the payroll cycle is run to ensure that employees are accurately paid and issues are found before they become paycheck problems.

The management of time is an important element to the efficient use of public money and is a common issue in 24/7 public safety operations across the nation. The Time & Attendance Unit is a major component of the Sheriff's Office time management and accountability initiative which includes appropriate levels of staffing; use of overtime; use of planned time off such as vacation, personal holidays, and comp time; and the use of sick leave.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of special checks issued due to time entry	18.0%	0.0%	11.0%	15.0%
Outcome	Total time entry hours approved per year	1,781,545	1,840,000	1,804,441	1,850,000

Performance Measure - Description

✔ **Measure Changed**

The measure of "special checks issued" was changed to "percent of special checks issued due to time entry." This is the number of special checks issued due to a time entry error (from the Payroll Supervisor) divided by the total number of special checks issued (from SAP).

The total time entry hours approved is a measure of the outcome of the time entry process which is then processed by County Central Payroll resulting in paychecks issued.

Legal/Contractual Obligation

Local 88 Contract; Multnomah County Deputy Sheriff's Contract; Multnomah County Corrections Deputy Association Contract; Multnomah County Personnel Rules; Federal Fair Labor Standards Act; Oregon BOLI laws

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$419,447	\$0	\$430,577	\$0
Materials & Supplies	\$13,244	\$0	\$13,543	\$0
Internal Services	\$52,811	\$0	\$53,991	\$0
Total GF/non-GF:	\$485,502	\$0	\$498,111	\$0
Program Total:	\$485,502		\$498,111	
Program FTE	5.00	0.00	5.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues**Significant Program Changes**

 **Significantly Changed**

Last year this program was: #60014, MCSO Time & Attendance Unit

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$9,616. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Shea Marshman

Executive Summary

The Planning and Research Unit provides research and analysis services along with technological solutions to the Sheriff's Office to support policy decisions, budget development, and operational effectiveness. Data analysis, reports, and web-based business application tools from this unit meaningfully inform the Sheriff's Office, local public safety partners, and the public as well as supporting the daily operations of the agency.

Program Description

The Planning and Research Unit supports the needs of the Sheriff's Office through data analysis and web-based development.

Data analysis functions include producing information for policy decisions, budget development, and program support. Specific projects include activity-based costing, budget performance measures, and jail population monitoring. With access to multiple data systems and an effective knowledge of analysis tools, this unit works on issues ranging from examining complex public safety systems to specialized data requests. Specific, ongoing projects include daily reporting of emergency population release data and monthly statistics for jail population, bookings, and the average length of stay for arrestees, pretrial inmates, and sentenced offenders. The unit also engages in cost benefit analysis studies to find and explain appropriate staffing levels. These studies include analyses on compensatory time, overtime, sick time and overall leave. Data analysis and reporting for Sheriff's office program activities is essential to effective budgeting, sound policy, and public accountability.

Web-based development and functions include the support and creation of the technological applications necessary to agency operations. The Planning and Research Development Analyst supports the functions of Telestaff, MCSO's scheduling and staff tracking tool. This facilitates the effective management of 24/7 operations and staffing for a wide range of posts. Web-based corrections population management tools like CIMS and EZ Writer, developed by the unit's development analyst, are maintained and continue to be enhanced to ensure the safe management of the jail facilities through seamless electronic communication of inmate status. Additional projects include applications that facilitate firearms tracking, database creation tools for human trafficking investigations, and web-based community engagement platforms designed to keep the public informed about the work of the Sheriff's Office.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of quantitative analytics	1,166	1,850	1,512	1,500
Outcome	Number of qualitative analytics	758	800	572	600
Output	Number of work requests for CIMS, EZ Writer, and Telestaff	318	0	300	300

Performance Measure - Description

Quantitative analytics refers to numeric documents, datasets, spreadsheets produced and/or analyzed. Qualitative analytics refers to narrative documents produced and/or analyzed. Data do not include Visio charts, PowerPoint presentations, Access databases and other files not produced in Excel or Word.

Data source: Excel and Word files modified between 7/1/2011 and 6/30/2012 and between 7/1/2012 to 12/31/2012 found in U:\P&R\ and U:\RAU\.

The P&R Development Analyst creates application tools for the agency. Number of work requests for CIMS, EZ Writer, and Telestaff only include requests that rose to the level of effort to be entered into the "Track It" system. Numerous other requests are managed, but not logged into the system.

Reductions in current year numbers demonstrate a shift in workload to more effectively use analyst time for higher level, longer duration analyses. In addition, a quality assurance step was added to the workload. This assures improved product quality, but reduces the number of reports produced somewhat.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$626,604	\$0	\$663,615	\$0
Contracts	\$3,883	\$0	\$3,970	\$0
Materials & Supplies	\$1,444	\$0	\$1,476	\$0
Internal Services	\$38,110	\$0	\$38,977	\$0
Total GF/non-GF:	\$670,041	\$0	\$708,038	\$0
Program Total:	\$670,041		\$708,038	
Program FTE	5.00	0.00	5.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #60015, MCSO Planning & Research Unit

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Joyce Griffin

Executive Summary

The Corrections Support Unit maintains records and data concerning every arrestee, pretrial inmate and sentenced offender in MCSO custody. Corrections Support processes inmate bookings, transports, release dates, court orders, release information, and monitors Federal prisoners. CSU has most recently assumed the task of processing Forced Population Releases in accordance with the Capacity Management Plan as adopted by the Board of Commissioners. Corrections Support is currently staffed 24 hours per day, 365 days per year.

Program Description

Corrections Support creates and maintains computerized bookings and releases, captures all inmate mug shots, processes all inmate court orders, calculates release dates for sentences, makes inter and intra-state transport arrangements for inmates and case manages all Federal inmates, Parole and Probation inmates and Fugitive inmates. Corrections Support provides receptionist duties for the MCDCC, processes and releases Forced Releases when a Population Emergency arises, answers the primary public telephone line for all Multnomah County Jails, scans and maintains all custody documents according to State archive rules and regulations and schedules and monitors all persons sentenced to serve weekend sentences.

Corrections Support has the responsibility to ensure all arrestee information is entered into multiple criminal justice information systems correctly, quickly and efficiently. In order to ensure the safety and security of corrections staff, law enforcement agencies and the community, Corrections Support must be meticulous and thorough in processing bookings, transports, court orders, sentences and releases. Corrections Support must be diligent in safeguarding the rights of all inmates and arrestees, thereby limiting the county's liability exposure. Corrections Support work extremely closely and cooperatively with other agencies such as the United States Marshal's Service, US Immigration and Customs Enforcement, the State of Oregon Court system, the District Attorney's office, and the Department of Community Justice of Multnomah County.

Corrections Support processes and performs the duties associated with Forced Population Releases which occur during a jail population emergency. This ensures the "least dangerous" offenders are released to the community.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of computer bookings	37,166	37,000	37,500	37,500
Outcome	Number of sentence release date calculations	14,677	14,500	14,500	14,500

Performance Measure - Description

Computer bookings include Standard, In Transit, and Turn Self In bookings.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$3,382,148	\$0	\$3,387,298	\$0
Contracts	\$4,090	\$0	\$4,182	\$0
Materials & Supplies	\$68,441	\$0	\$69,983	\$0
Internal Services	\$44,489	\$0	\$21,254	\$0
Total GF/non-GF:	\$3,499,168	\$0	\$3,482,717	\$0
Program Total:	\$3,499,168		\$3,482,717	
Program FTE	37.00	0.00	37.00	0.00
Program Revenues				
Fees, Permits & Charges	\$10,000	\$0	\$1,000	\$0
Intergovernmental	\$100,000	\$0	\$120,000	\$0
Total Revenue:	\$110,000	\$0	\$121,000	\$0

Explanation of Revenues

\$120,000 - Social Security Incentive Pay
 \$1,000 - Report Requests

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60021, MCSO Corrections Support

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$111,001. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Mark Matsushima

Executive Summary

The Training Unit provides the coordination of courses and instruction to meet training requirements for law enforcement, corrections and civilian members. The Training Unit ensures compliance with federal and state laws, MCSO policy, work rules, safety considerations and professional standards, as well as addressing the needs and direction of agency leadership.

Program Description

The Training Unit delivers the training required by law and administrative rule, and training necessary for certification maintenance, to manage risk, and to support major policy focuses for each year. The Training Unit delivers this through annual in-service training, firearms/defensive tool (see bullet point below for details) training and certification, recruit and new supervisor field training programs, individual unit training support and records maintenance. The Training Unit ensures each member is equipped to perform the necessary duties to support his or her operational task. The Training Unit maintains requirements for all uniform presence in the community, including schools, waterways, patrol districts, courts and jails to ensure reliable and responsible public interaction and protection. The Training Unit ensures state requirements are met regarding newly hired enforcement and corrections deputies field training programs and basic certifications. Additionally, all sworn members attend mandated occupational health training. MCSO Firearms/Defensive tools consist of Pistol, Rifle, TASER, OC, Baton, Shotgun (lethal), Shotgun (less- Lethal), 40 MM (less- Lethal), Pepper Ball Gun (less- Lethal), FN 303 (less- Lethal).

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Training sessions held	689	525	585	585
Outcome	Students receiving training	8,803	5,500	5,800	5,800
Output	Firearm and defensive tool training	189	250	275	275
Outcome	Qualifications, certifications and re-certs to carry firearms/defensive tools	3,625	1,900	2,647	2,600

Performance Measure - Description

“Training sessions held” includes in-service training sessions, special classes offered to MCSO members, firearms qualification sessions, ORPAT sessions, and classes hosted by MCSO. “Number of students receiving training” is the number of students served (i.e. a member may receive one training session while another will receive six training sessions for a total of “7” student services). “Number of firearm and defensive tool training sessions held” is the number of training sessions offered in training, qualification, certification, and re-certification in firearms, OC, TASER, baton, and other weapons. “Number of qualifications, certifications, and re-certifications to carry a firearm or defensive tool” reflects each member's certifications each year, which require multiple training sessions. With the implementation of on-line re-certification courses in OC and TASER, the number of re-certs will go up while keeping number of training sessions somewhat flat or reduced year to year.

Data from our internal training database, Skills Manager. At every training or range session that MCSO Training Unit provides, we have the students sign an F-6 (DPSST document to log a student's attendance at a particular class) and an MCSO payroll roster. The data from the F-6 and payroll roster are checked by a OA Sr. to ensure that the roster is correct, and the data for each student in each class is entered into Skills Manager.

Legal/Contractual Obligation

Basic certification requirement for law enforcement and corrections - Oregon Administrative Rule 259-008-0025
 (1)(a) Certification requirements for enforcement and corrections supervisors - OAR 259-008-0025 (3) Certification requirements for enforcement and corrections middle managers - OAR 259-008-0025 (4) Law Enforcement members must additionally maintain a certain number and type of training hours under maintenance standards for police - OAR 259-008-0065 (2) (a,b) The Training Unit command officer is designated by the agency to report and track all convictions of sworn members to DPSST, a requirement under OAR 259-008-0010 (5)

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$816,047	\$7,465	\$816,861	\$7,624
Materials & Supplies	\$154,530	\$6,376	\$158,007	\$6,294
Internal Services	\$127,406	\$1,159	\$118,635	\$1,082
Total GF/non-GF:	\$1,097,983	\$15,000	\$1,093,503	\$15,000
Program Total:	\$1,112,983		\$1,108,503	
Program FTE	6.00	0.00	6.00	0.00
Program Revenues				
Indirect for dep't Admin	\$871	\$0	\$781	\$0
Intergovernmental	\$0	\$15,000	\$0	\$15,000
Total Revenue:	\$871	\$15,000	\$781	\$15,000

Explanation of Revenues

\$15,000 - Reimbursement for Training Facility Usage by Outside Entities

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60022, MCSO Training Unit

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$37,084. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Michael Shults

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

Corrections Division administration provides administrative leadership and strategic direction to the Sheriff's Office Corrections Division. The Division administration turns Sheriff's policies and directives into the Correction's program offerings that support the citizens of Multnomah County by providing expeditious processing of arrestees and direct supervision of pretrial inmates and sentenced offenders.

Program Description

The Corrections Division provides correctional supervision and services within the Sheriff's Office. The Division's priorities are to enhance public safety by ensuring that sufficient and properly supervised jail space is available and to collaborate with the Department of Community Justice and other criminal justice partners to create an effective corrections continuum.

The programs operated by the Corrections Division support key factors in citizens feeling safe at home, work, school and play – namely the public safety system, social conditions and communities. The programs offered hold offenders accountable for their actions, provide opportunities for treatment, provide rehabilitation resources and pro-social cognitive training.

Division Directors are responsible for policy development, the assignment of resources, and oversight for all Division functions. They provide supervision, coordination and management to the Divisions, working with the operational managers and the Executive Office to ensure cost-effective and culturally competent programs for Multnomah County.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent performance measurements met in Division	86.0%	90.0%	90.0%	90.0%
Outcome	Number of voluntary resignations in Division	8	20	24	20

Performance Measure - Description

"Percent performance measures met in Division" represents a summation of total Division performance measures. Does not include Corrections Admin.

"Number of voluntary resignations" come from Human Resources.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$366,514	\$0	\$548,669	\$371,161
Contracts	\$301,094	\$0	\$307,869	\$0
Materials & Supplies	\$74,655	\$0	\$76,335	\$0
Internal Services	\$54,343	\$0	\$48,248	\$28,839
Total GF/non-GF:	\$796,606	\$0	\$981,121	\$400,000
Program Total:	\$796,606		\$1,381,121	
Program FTE	2.00	0.00	3.00	0.00
Program Revenues				
Indirect for dep't Admin	\$0	\$0	\$20,822	\$0
Fees, Permits & Charges	\$42,000	\$0	\$2,000	\$0
Intergovernmental	\$0	\$0	\$0	\$400,000
Total Revenue:	\$42,000	\$0	\$22,822	\$400,000

Explanation of Revenues

General Fund:
\$2000 - Restitution to Jail and Marriage Fees

Fed/State Fund:
\$400,000 - SCAAP Grant Funding

Significant Program Changes

 **Significantly Changed**

Last year this program was: #60030, MCSO Corrections Division Admin
Converted 1.0 FTE MCSO Program Administrator position from Program Offer 60037 and .40 FTE Corrections Deputy position from Program Offer 60005 into 1.0 FTE Corrections Lieutenant position assigned to Corrections Administration.

Addition of SCAAP Grant funding within the budget.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Raimond Adgers

Executive Summary

The Transport Unit is responsible for moving pretrial inmates and sentenced offenders to courts, Multnomah County Corrections facilities, State Corrections Institutions, and to act as one of the Hub locations for the multi-state cooperative transport system. The transport Unit also provides transportation assistance to the Court Services Unit for the transports of high risk inmates to and from the corrections facilities and the courts to include transports of adult offenders appearing in Juvenile courts.

Program Description

The Transport Unit interfaces with all MCSO Corrections facilities and the court system. In addition to transporting inmates among the jail facilities and to court, the unit transports inmates released by the courts, transferred to State Prisons, the State Hospital and at times to medical appointments outside of corrections facilities. The Transport Unit also is a main component of the Multi-state Cooperative Transport System, which shares resources to move inmates among different jurisdictions in various sized buses and vans. The Transport Unit moves inmates to Eastern Oregon once a week and to Salem twice a week as part of the coordinated multi-state shuttle system.

The Transport Unit contributes to Public Safety by supporting offender accountability as part of the Multnomah County jail system. The function also enhances Government Accountability with taxpayer savings as a result of the Multi-state Cooperative Transport System that cost-effectively moves prisoners among jurisdictions.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of inmates moved	72,716	60,000	60,000	60,000
Outcome	Number of major incidents	7	12	6	10
Outcome	Number of miles traveled	182,205	180,000	190,205	190,000

Performance Measure - Description

Data taken from Transport Unit daily stats placed in excel program.

Legal/Contractual Obligation

ORS 206.010 Duties of Sheriff (3) ORS 169.320 Control of Prisoners ORS. 169.076 (14) Legal materials/access

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$2,451,490	\$0	\$2,362,388	\$0
Materials & Supplies	\$31,818	\$0	\$32,533	\$0
Internal Services	\$166,927	\$0	\$217,271	\$0
Capital Outlay	\$5,305	\$0	\$5,424	\$0
Total GF/non-GF:	\$2,655,540	\$0	\$2,617,616	\$0
Program Total:	\$2,655,540		\$2,617,616	
Program FTE	16.00	0.00	16.00	0.00
Program Revenues				
Intergovernmental	\$32,000	\$0	\$50,000	\$0
Total Revenue:	\$32,000	\$0	\$50,000	\$0

Explanation of Revenues

\$50,000 - Interstate Fugitive Shuttle and Transfer of State Wards

Significant Program Changes **Significantly Changed****Last year this program was:** #60032, MCSO Transport

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$188,678. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Booking is the process by which persons subject to arrest enter the criminal justice system. The MCSO Booking Facility serves all Law Enforcement agencies in the county; safely and efficiently admitting and releasing arrestees, and readying them for transfer to both MCSO facilities and outside agencies.

When persons are arrested and brought to jail, a registered nurse from corrections health sees each person to identify and isolate individuals who appear potentially contagious, seriously ill, injured or dangerous, thus protecting the health and safety of the person, the staff, and the community.

The Booking Facility has 18 beds that are included in the jail system bed count.

Program Description

Booking is located in the basement of the Multnomah County Detention Center. Every person arrested in the County is processed through the MCSO Booking Facility. Highly trained staff process these people to safely admit them to the criminal justice system. The booking process includes thorough checks for identity and for possible additional warrants.

Booking works collaboratively with Corrections Health who provide medical screening and care to those arrested. Also, as part of the booking process, the Recog Unit interviews all defendants with a pending local charge.

Release, located on the second floor of MCDC, is the office through which every arrestee and inmate who is released from custody must pass to return to the community.

The Sheriff is under statutory obligation to maintain the jail system. Booking and release act as the "Enter" and "Exit" doors to this system, providing a process allowing arrestees to be positively identified, medically screened and treated, assigned court dates relative to their local charges and released or transferred to MCSO jail facilities or scheduled for transport to outside agencies. Corrections Health is the only health care available inside the jail.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of standard and in transit bookings processed	35,505	34,500	36,706	36,700
Outcome	Number of releases processed to MCDC	35,293	34,500	36,812	36,800

Performance Measure - Description

The number of bookings processed and the number of releases processed to MCDC are distinct measures. Per Captain Lindstrand, booking is a program that processes arrestees into the corrections system. The booking process includes search, identification, corrections health and state recog as well as property storage. Booking is a process and not a program per se. Release is a function that supports booking as well as the entire system. Programs may be associated with release as to placement and transition back into the community.

Booking data per Mobius report 703. Release data per Mobius report 695.

Legal/Contractual Obligation

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under those same laws, local detention facility managers are mandated to operate safe and humane facilities. The right to health care in jail is legally mandated under Federal and state law. When an individual is arrested and incarcerated, the obligation for health care falls upon the government as a matter of constitutional law, enforceable under the U.S. Constitution's 8th Amendment and the 14th Amendment's due process clause.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$7,608,123	\$0	\$8,030,998	\$0
Materials & Supplies	\$265,787	\$0	\$271,766	\$0
Total GF/non-GF:	\$7,873,910	\$0	\$8,302,764	\$0
Program Total:	\$7,873,910		\$8,302,764	
Program FTE	58.24	0.00	58.24	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60033A, MCSO Booking & Release

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$93,985. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Raimond Adgers

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Multnomah County Sheriff's Office Court Services Unit provides for the protection of the courts, judicial staff and the public and provides for a safe courtroom environment. Additional duties include escorting inmates determined high risk from corrections facilities to and from court proceedings, taking persons into custody when ordered by the court, providing public service within the court building, and maintaining safe and secure Court Holding areas for inmates. Deputies while on duty are on-call for emergency response to all locations throughout the Courthouse.

Program Description

The Court Services Unit (CSU) provides security for and interacts with the State Courts at the Multnomah County Courthouse, and is on-call to provide security to the Arraignment Court at the Justice Center. CSU is responsible for the supervision of inmates in court, which includes operation of Court Holding areas. Deputies also provide security escorts to and from vehicle transport and supplement security in the lobby and courthouse building. Depending on the behavior, charges and classification of the inmate, it may require more than one deputy be present in the courtroom. CSU supervises an average of 60-80 court matters a day. These proceedings may take 30 minutes, or up to a 8-10 hour day(s) if the matter is a jury trial. The Court Security Deputies conduct intra-system transports to and from the juvenile detention and the courthouse. These transports become more detailed in safety as need for separation of juvenile defendants from adult defendants.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of individuals taken into custody	1,608	2,345	2,025	2,200
Outcome	Number of court proceedings requiring a staff member	11,076	10,376	9,925	10,100

Performance Measure - Description

"Number of individuals taken into custody" represents book and keeps as ordered by the Judges and warrants discovered during court proceedings and those who turn themselves into custody. Data retrieved from Courthouse Facility stats which are recorded daily.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$3,207,857	\$0	\$3,249,831	\$0
Contracts	\$2,870	\$0	\$2,935	\$0
Materials & Supplies	\$98,202	\$0	\$101,142	\$0
Internal Services	\$243,519	\$0	\$256,249	\$0
Total GF/non-GF:	\$3,552,448	\$0	\$3,610,157	\$0
Program Total:	\$3,552,448		\$3,610,157	
Program FTE	23.00	0.00	23.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

 **Significantly Changed**

Last year this program was: #60034A, MCSO Court Services - Courthouse

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$111,959. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Raimond Adgers

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Sheriff's Office Court Security Unit includes provisions for court security and safety at the Multnomah County Justice Arraignment courts, escorting inmates from jails to court proceedings and taking persons into custody when ordered by the court. Court security is an integrated approach to the judicial process that ensures the integrity and safety of the court system and its participants, by effectively evaluating, planning and pro-actively managing threats and potential threats directed to the court system while providing a safe court environment for the judiciary and all attending from the public.

Program Description

The Court Services Unit provides security for the four Arraignment Courts located at the Justice Center. These are extremely busy with community courts, felony and misdemeanor arraignments and hearings, with both in custody and numerous defendants from the public, creating the need for a safe courtroom environment.

The Sheriff is mandated to provide security for the Courts and to provide safe and secure access to the court(s) for inmates, a direct link to Offender Accountability. Arraignment is the first step of the court process for a defendant and critical to the court process. Lack of court security would create severe delays, due to increased security concerns.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of court proceedings requiring a staff member	480	230	535	550
Outcome	Number of major incidents	5	8	6	8

Performance Measure - Description

"Major incidents" include use of force incidents, escapes, medical and disruptive behavior by court participants which result in their exclusion. Data retrieved from Justice Center Court tracking sheets.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$954,478	\$0	\$977,027	\$0
Materials & Supplies	\$5,110	\$0	\$4,495	\$0
Internal Services	\$0	\$0	\$530	\$0
Total GF/non-GF:	\$959,588	\$0	\$982,052	\$0
Program Total:	\$959,588		\$982,052	
Program FTE	7.00	0.00	7.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

 **Significantly Changed**

Last year this program was: #60034B, MCSO Court Services - Justice Center

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$42,651. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Raimond Adgers

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer provides for Law Enforcement Deputy Sheriff services to the court(s) of the Juvenile Justice Complex. Deputies assigned to the Juvenile Justice Complex are part of an integrated approach to the juvenile judicial process which ensures the integrity and safety of the juvenile courts, its participants and the facility by effectively evaluating, planning and pro-actively managing safety and potential threats toward the court system. Deputies also deliver juvenile defendants to and from court matters as required by state statute.

Program Description

Deputy Sheriff Services are necessary to both the delivery of defendants and security of the court facility and operation. Deputy Sheriff presence allows for response to incidents within the court rooms and facility as a whole. Deputies assigned assist with coordination of internal movement of juveniles with detention staff and counselors to court proceedings and attorney visitation. The Deputy's presence in the courtroom is essential for safety to the judiciary, staff and public as many of the proceedings convene as family dependency cases, related domestic cases and Measure 11 youth. In addition to court system responsibilities, deputies conduct transports of juveniles to and from Oregon Youth Authority facilities, at times assisting in transporting juveniles to court proceedings arranged at the courthouse in downtown Portland. The Sheriff is mandated to provide security for the Courts and to provide access to the court for juvenile defendants, a direct link to Offender Accountability. Delays can result in criminal justice complications, which may lead to legal action or other proceedings by the Courts. Delays also contribute to slow courts.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of persons taken into custody	113	170	125	150
Outcome	Calls for assistance	398	360	259	325

Performance Measure - Description

Number of persons taken into custody represents the number of "book and keeps" and warrants.

"Calls for assistance" are calls for law enforcement deputies to assist in courtrooms, etc.

Data from JJC Court Facility stats.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$266,872	\$0	\$255,420	\$0
Internal Services	\$0	\$0	\$258	\$0
Total GF/non-GF:	\$266,872	\$0	\$255,678	\$0
Program Total:	\$266,872		\$255,678	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #60034C, MCSO Court Services - JJC

Lead Agency: Sheriff
Program Offer Type: Existing Operating

Program Contact: Raimond Adgers

Related Programs:

Program Characteristics:

Executive Summary

The (TSI) "Turn Self In" program provides a formal sentencing alternative by which the courts can impose a sentence to incarceration over a period of weekend days. This program allows for an offender to maintain their employment and/or other family and life obligations within the community. Two Corrections Deputy FTE are associated with this program.

Program Description

The weekend TSI program operated at the Courthouse Jail Holding area creates budget efficiencies for the County by allowing offenders to serve sentences without needing to utilize all services provided for custody at the County Correctional Facilities. The TSI program minimizes the cost of services to include, medical, overnight stay costs, and minimal need for staffing as associated with jail beds. The TSI program averages 40 to 50 offenders each weekend day.

Offenders serve their weekend time at the Courthouse so as not to interfere with the mainstream jail system and operational processes. For those who are employed or have community obligations acceptable to the court, the TSI sentencing program provides opportunities to maintain employment, support successful reentry into the community while ensuring judgments of the courts are fulfilled. Without the TSI program, judges would have to sentence offenders to probation or jail. With the level of offender normally sentenced to TSI, probation will be the likely option, reducing judicial options supporting Offender Accountability.

In conjunction with the Corrections Volunteer program, offenders sentenced to the weekend TSI program are afforded the opportunity to participate in AA and/or NA meetings. This is a volunteer program and the offender is not required to attend.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Weekend TSIs scheduled	2,174	3,100	2,300	2,500
Outcome	Percent of Weekend TSIs who show as scheduled	0.0%	99.0%	98.0%	99.0%

Performance Measure - Description

One individual may serve multiple weekend TSI sentences.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$250,391	\$0	\$262,217	\$0
Total GF/non-GF:	\$250,391	\$0	\$262,217	\$0
Program Total:	\$250,391		\$262,217	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #60034D, MCSO Turn Self In Program

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Elizabeth Daily

Executive Summary

The Facility Security Unit (FSU) is the first level of defense and security for public safety and emergency preparedness in the Multnomah County courts. Facility Security Officers (FSO's) deter the introduction of weapons into the courts by screening entrants via x- ray and magnetometer equipment. The security screening process and the presence of FSO's deter disruptions to court operations.

Program Description

The FSU provides external and internal security to the downtown Courthouse, the Justice Center courts, and the Gresham Court through electronic security screening, uniformed presence, and security patrols. The FSOs provide citizens and employees with a safe and secure environment in which to conduct their business by security screening of all persons entering the court facilities. The FSOs, working in collaboration with other agencies and the State Court prevent disruption of services to the public so court business may be conducted in a safe environment. Persons entering the courts may be emotionally distraught, under the influence of intoxicants, or involved in situations of domestic abuse. The FSO's are the first, positive contact point for all of these persons; whether it is for information, referral, or public safety.

The core functions of the FSU are public safety, security, assistance and referral. The presence of uniformed FSO's helps to deter disturbances and criminal activity in the courts; when court operations are interrupted it costs the taxpayers money. The effectiveness of FSO's is seen in the low ratio of exclusions to the number of persons screened.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of persons screened for entry	578,550	645,000	500,000	550,000
Outcome	Number of exclusions	12	10	8	10

Performance Measure - Description

Courts include Courthouse, Juvenile Justice, Gresham Ct, and MCDC.

Data from the FSO statistics database.

Legal/Contractual Obligation

ORS 206.010 – General duties of sheriff ORS 206.210 – Authority of sheriff over organization of office ORS 206.345 – Contracts with cities; authority under contract
 ORS 166.360 thru 166.380 – Possession of firearms, examination of devices and firearms ORS 137.308 thru 137.309 – Assessment Contracts with Central Library & Parenting Education Class, & State Court Subsidy

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,128,114	\$392,488	\$1,084,539	\$472,674
Contracts	\$221	\$0	\$226	\$0
Materials & Supplies	\$19,971	\$657	\$20,420	\$657
Internal Services	\$0	\$32,906	\$0	\$36,778
Total GF/non-GF:	\$1,148,306	\$426,051	\$1,105,185	\$510,109
Program Total:	\$1,574,357		\$1,615,294	
Program FTE	11.60	5.00	11.60	5.00
Program Revenues				
Indirect for dep't Admin	\$24,729	\$0	\$26,554	\$0
Fees, Permits & Charges	\$11,312	\$426,051	\$11,784	\$0
Other / Miscellaneous	\$0	\$0	\$0	\$510,109
Total Revenue:	\$36,041	\$426,051	\$38,338	\$510,109

Explanation of Revenues

Public Safety Fund:

\$510,109 - Circuit Court \$30,244.42 X 12 = \$362,933 and HB 2712 Facility Security 36,794.12 (qtrly) X 4 = \$147,176

General Fund:

\$11,784 - Parenting Class Security for 315 hours at \$37.41 avg.

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60035A, MCSO Facility Security - Courts

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$20,532. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Elizabeth Daily

Executive Summary

The Facility Security Officers (FSOs) are the first line of security at the jail facilities. The FSOs who work the Jail Public Desks are often the only contact available to the public and professional persons requiring assistance with inmate business such as bail, visiting, inmate money and inmate property transactions. The FSO's also provide facility security and safety by controlling and monitoring foot and vehicular access to the lower levels of the Multnomah County Detention Center. FSO's provide public safety by their uniformed presence, facility patrols and the security screening of entrants into the jail areas. The core functions of the Facility Security Unit are public safety, assistance, security, and referral.

Program Description

FSOs provide the public contact point for persons, both the public and professionals (i.e. attorneys), who need to conduct inmate business such as visiting, bail, and inmate property and money transactions. FSOs help ensure public safety by acting as a uniformed deterrent to disruptions within the facility, and prevent the introduction of weapons or contraband into jail facilities through visitor screening. The FSU conducts records checks for Facility Property Management, Corrections Health, Programs, Food Service, and others who need access to the jail. The Facility Security Unit (FSU) works closely with other agencies and MCSO units to facilitate inmate business transactions. People are often discouraged when trying to navigate through the criminal justice system, and FSOs provide person to person assistance to the public. The FSOs ensure continuity of jail operations by providing a safe environment for the public to transact their business. The effectiveness of our presence is seen in the low of persons excluded from visitor areas against the high number of service requests forms processed.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number into MCDC and MCIJ	143,614	165,000	140,000	145,000
Outcome	Number of service requests from jail	67,609	75,000	65,000	70,000
Outcome	Number of exclusions from MCDC and MCIJ	8	10	10	15

Performance Measure - Description

Data from the FSO statistics database.

Legal/Contractual Obligation

ORS 206.010 – General duties of sheriff ORS 206.210 – Authority of sheriff over organization of office ORS 206.345 – Contracts with cities; authority under contract ORS 451.010 – Facility and services counties may provide by service district ORS 166.360 thru 166.380 – Possession of firearms, examination of devices and firearms ORS 137.308 thru 137.309 – Assessment Contracts with Central Library & Parenting Education Class, & State Court Subsidy

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,894,436	\$0	\$1,849,730	\$0
Contracts	\$363	\$0	\$370	\$0
Materials & Supplies	\$32,585	\$0	\$33,319	\$0
Internal Services	\$15,197	\$0	\$16,787	\$0
Total GF/non-GF:	\$1,942,581	\$0	\$1,900,206	\$0
Program Total:	\$1,942,581		\$1,900,206	
Program FTE	21.50	0.00	21.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60035B, MCSO Facility Security - Jails

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$58,171. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Elizabeth Daily

Executive Summary

The Facility Security Unit (FSU) is the front line of defense and the first visible resource for people requiring public safety assistance within the Multnomah County Library system. Part of the core functions of the FSU is to provide assistance in the area of public safety coupled with facility security. The presence of uniformed MCSO employees acts as a deterrent to disruptions and criminal activity within library facilities.

Program Description

The FSU is an integral part of the popular Multnomah County Public Library system. The FSU provides a resource for persons needing public safety assistance or information and referral to other public entities. The FSU provides both external and internal security for the Central Library, Midland, N. Portland, Holgate, Hollywood, Rockwood and Gresham branch libraries. The presence of uniformed FSOs creates a sense of well being and safety for the citizens who use the libraries and the County employees working in the libraries. The libraries often experience problems with persons under the influence of drugs or alcohol, persons who are being disruptive, a transient population using the library as a safe haven, and persons who may pose a danger to the public and employees. The FSOs maintain security and provide a calm, secure atmosphere by handling all of these persons and situations in a professional and reasonable manner. The presence of uniformed FSOs enables the library patrons to enjoy the libraries and conduct their business in a safe and inviting atmosphere. The FSOs are a deterrent to disruptions and criminal activity in the libraries. The effectiveness of our work is seen in the low number of exclusions of person from the libraries to persons served.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of library patrons	2,974,407	2,800,000	2,630,000	2,700,000
Outcome	FSO calls for enforcement back up	94	75	100	110

Performance Measure - Description

Number of patrons is from the Central Library and the Gresham, Holgate, N. Portland, Hollywood, Midland branches. Estimates are based on estimates from current entries.

Data from the FSO statistics database and library statistics.

Legal/Contractual Obligation

ORS 206.010 – General duties of sheriff ORS 206.210 – Authority of sheriff over organization of office ORS 206.345 – Contracts with cities; authority under contract ORS 451.010 – Facility and services counties may provide by service district ORS 166.360 thru 166.380 – Possession of firearms, examination of devices and firearms ORS 137.308 thru 137.309 – Assessment Contracts with Central Library & Parenting Education Class, & State Court Subsidy

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$624,642	\$0	\$678,397	\$0
Internal Services	\$527	\$0	\$393	\$0
Total GF/non-GF:	\$625,169	\$0	\$678,790	\$0
Program Total:	\$625,169		\$678,790	
Program FTE	7.00	0.00	7.00	0.00
Program Revenues				
Fees, Permits & Charges	\$625,169	\$0	\$708,408	\$0
Total Revenue:	\$625,169	\$0	\$708,408	\$0

Explanation of Revenues

\$215,846 - Security for Central Branch
 \$89,258 - Security for Midland Branch
 \$114,574 - Security for North Portland Branch
 \$50,769 - Security for Gresham Branch
 \$63,562 - Security for Holgate Branch
 \$40,615 - Security for Hollywood Branch
 \$82,329 - Security for Rockwood Branch
 \$51,456 - Security for Gregory Heights Branch
 Total is \$708,408

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60035C, MCSO Facility Security - Library

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$29,618. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Elizabeth Daily

Executive Summary

The Facility Security Unit (FSU) is the front line security for the JJC. FSOs are the first contact point for the public and for professional persons, such as attorneys and counselors, entering the Juvenile Justice Center (JJC). The core functions of the FSU include public safety and assistance, security, and referral. These functions are accomplished through one on one contact with the public, entry security screening, and knowledge of the criminal justice system. The presence of uniformed Facility Security Officers (FSOs) helps to deter both disruptions to court operations and criminal activity in the facility.

Program Description

The Facility Security Officers who work at the JJC are primarily responsible for creating a safe environment for the public, staff, and others who work or visit the JJC. This is done by security screening of all entrants into the facility via x-ray and magnetometer, the presence of uniformed FSOs, area patrols, and one on one contact with the public. Persons entering the JJC may be under the influence of drugs, alcohol, facing the loss of their children, or suffering some other life altering situations, such as time in jail. The FSO's provide a positive presence to assist these persons in successfully transacting their business at the JJC while keeping disruptions minimal. Disruptions and criminal activity interfere with facility and court operations, which also create difficulties for the families, staff and professional persons conducting court business. All of this can result in higher costs to the tax payer if court and facility functions are disrupted and need to be delayed or postponed. The effectiveness of our work is seen in the low ratio of exclusions from the JJC to the number of persons screened for entry.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of persons screened	47,729	49,500	40,000	45,000
Outcome	Number of exclusions	1	4	2	5

Performance Measure - Description

Data from the FSO statistics database.

Legal/Contractual Obligation

ORS 206.010 – General duties of sheriff ORS 206.210 – Authority of sheriff over organization of office ORS 206.345 – Contracts with cities; authority under contract ORS 451.010 – Facility and services counties may provide by service district ORS 166.360 thru 166.380 – Possession of firearms, examination of devices and firearms ORS 137.308 thru 137.309 – Assessment Contracts with Central Library & Parenting Education Class, & State Court Subsidy

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$132,024	\$0	\$139,409	\$0
Total GF/non-GF:	\$132,024	\$0	\$139,409	\$0
Program Total:	\$132,024		\$139,409	
Program FTE	2.00	0.00	2.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #60035D, MCSO Facility Security - JJC

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Elizabeth Daily

Executive Summary

The Facility Security Unit (FSU) is the front line of defense for persons accessing the Gateway Center for Domestic Violence. The FSOs are the first, visible resource providing professional assistance to persons entering the "one-stop" Gateway Center for Domestic Violence Services. The core functions of the FSU are public assistance, security, and entry screening. The presence of uniformed MCSO employees acts as a deterrent to disruptions and criminal acts within the Gateway Center facility.

Program Description

The FSU provides security and public information for both the public and professionals transacting business at the Gateway Center facility. This is done by uniformed presence and facility patrols. The FSU works closely with all of the various partners at the domestic violence "one-stop" center to facilitate the needs of the citizens and staff entering the facility. Persons entering this facility may be under the influence of drugs or alcohol, facing the loss of their children, or other life altering situations. The FSU is often the first contact for citizens and professionals accessing the facility. The FSU provides security within the domestic violence "one-stop" facility so that people can safely transact business. The FSU, as an MCSO uniformed presence, is a deterrent to disruptions and criminal activities. The effectiveness of the FSU is seen in the low ratio of exclusions to the number of person screened. Disruptions and criminal activity interfere with the facility and domestic violence services and create difficulties for professionals and families who need to conduct transactions.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of service visits to the Gateway Center	4,415	8,566	6,478	6,500
Outcome	Number of incidents reported	2	100	4	4

Performance Measure - Description

Data from the FSO statistics database and the DV center Director Martha Strawn Morris.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$66,012	\$0	\$69,705	\$0
Total GF/non-GF:	\$66,012	\$0	\$69,705	\$0
Program Total:	\$66,012		\$69,705	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #60035E, MCSO Domestic Violence Gateway One Stop

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Jose Martinez

Executive Summary

The Corrections Division Classification Unit interviews every pretrial arrestee and sentenced offender coming into custody to determine appropriate housing based upon criminal charge, institutional behavior, risk, and programmatic needs.

Program Description

The Classification Unit is responsible for maintaining a classification system that provides housing configurations used to create safe separations for pretrial inmates and sentenced offenders of different risk and needs levels. Considering factors when determining appropriate housing for an inmate include the inmate's criminal charge, institutional behavior, risk, and programmatic needs. The Unit's primary goal is to operate an objective classification system that provides for separations between violent and non-violent offenders. This is a critical element to ensure that the jail meets a reasonable standard of care required by the United States Constitution. The objective classification process is structured such that inmates who require special housing or have special needs are housed in an environment with inmates of like needs. Inmates who create the potential for compromising safety and security are housed in more restrictive environments with enhanced security as appropriate. The objective classification process is also designed to identify inmate's programmatic needs and provide adequate services and programs meant to aid the inmate in building positive life-skills with the ultimate goal of successful re-entry into the community. The Classification Unit is also responsible to provide an inmate disciplinary process to maintain proper order in the jails, to promote human values, individual dignity, and socially desirable changes in attitude and behavior. Holding inmates accountable while under the Sheriff's supervision is critical to maintain order within the jail system. It also creates incentives for inmates to cooperate while in custody and maintains a safe work environment for employees and inmates.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of (rule violation) assaults on inmates agency wide	54	43	75	75
Outcome	Number of (rule violation) assaults on staff agency wide	61	44	60	60
Output	Classification interviews in Reception	23,422	19,500	23,528	23,450
Outcome	Prison Rape Elimination Act (PREA) investigations initiated during interview	106	90	90	90

Performance Measure - Description

Data based on number of assaults in MDCD and MCIJ and are from the Excel spreadsheet maintained by the Hearings Officers.

Legal/Contractual Obligation

The Sheriff is mandated by statute to maintain the local detention facility(s) within his jurisdiction. Local Detention Classification mechanisms are mandated to maintain safe and humane detention facilities by Statute and a multitude of case law.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$3,081,208	\$0	\$2,980,848	\$0
Materials & Supplies	\$30,654	\$0	\$31,344	\$0
Internal Services	\$17,931	\$0	\$9,585	\$0
Total GF/non-GF:	\$3,129,793	\$0	\$3,021,777	\$0
Program Total:	\$3,129,793		\$3,021,777	
Program FTE	21.00	0.00	21.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60036, MCSO Classification

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$201,744. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Byron Moore

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

MCSO Corrections Counselors provide services to pretrial inmates and sentenced offenders to enhance a safe and secure environment in the jails and to ensure compliance with statutory mandates. Counselor services include, but are not limited to assessment, case management, transition services, individual counseling, group programming, education, mental health, and re-entry services (through linkage with alcohol/drug, mental health, housing, employment and other providers in the community).

Due to Fiscal Year 2014 budget constraints, 1.0 FTE Corrections Counselor has been placed Out of Target in Program Offer 60037B.

Program Description

Corrections Counselors provide services to stabilize, effectively manage, and positively impact pretrial inmates and sentenced offenders. These services satisfy constitutional and statutory requirements, as well as assist inmates with their progression through the jail (most secure to least secure bed) and successful re-entry into the community.

Counselors assess needs and risk, placing those appropriate into work crews or community beds that address alcohol/drug, housing, mental health and other chronic needs. Counselors provide group programming, resource information and referral service, which by the development of community partnerships, link sentenced offenders to various community services to assist them in addressing their needs and issues. Counselors serve as liaisons between the inmates and jail staff (i.e. security, medical, records, auxiliary services, etc.) and outside individuals such as family, employers, attorneys, probation/parole officers, the court, and various social service providers. Counselors engage in individual counseling with inmates to reduce level of anxiety typical to those confined and to equip them with skills to successfully manage their behavior, thereby diffusing escalating behavior, especially for those suffering from serious mental health related issues.

Corrections Counselors provide services not only enhance opportunity for successful re-entry, they assist in providing a safe and humane housing environment for those confined and maximize the efficient and effective use of jail beds.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of orientations, intakes and assessments	3,425	3,000	2,500	2,700
Outcome	Number of offenders placed into community beds thus freeing up jail beds	240	250	225	211
Outcome	Offenders participating in group programming that decreases offender bookings	8,640	7,500	9,000	8,100
Output	Number of requests (written) for counseling services	36,940	37,500	33,500	30,800

Performance Measure - Description

"Number of orientations, intakes, and assessments" from Excel spreadsheet with daily data entered by staff following completion of work. "Number of offenders place into community beds thus freeing up jail beds" data from Access database containing inmate referral and wait list information. "Offenders participating in group programming that decreases offender bookings" data from inmate group sign-up and participation records and subsequent staff data entry on statistics report forms. "Number of requests (written) for counseling services" data from count of documents (Service Request Forms) submitted by inmates and subsequent staff data entry on statistics report forms.

Changes from previous year in some data can be attributed to the decline in sentenced population. Next Year Offers lower due to the reduction of one Corrections Counselor.

Legal/Contractual Obligation

ORS 169.170 - Assignment of county prisoners to public works; ORS 343.035 - Educational requirements of incarcerated; ORS 336.187 - Educational reporting requirements for incarcerated. Legal Library access Johnson vs. Avery, 1969; Wolff vs. McDonnell, 1974; Bounds vs. Smith, 1977. Court Mandated Sentencing Orders - Requirement from Circuit Court to evaluate and refer to treatment or community placement programs.

Oregon Jail Standards: C02.04.03 - Mental health screening; G01.02.01 - Access to the courts, assisting; G01.02.02 - Access to the courts, communications; G01.02.03 - Access to the courts, while in segregation; G01.04.01 - Access to legal materials, written materials; G01.04.02 - Access to legal materials, law libraries; J03.01.01 - General education programs; J03.02.01 - Passive educational programs; J03.02.02 - Involving the Educational Service District (ESD); J03.03.01 - Staffing for educational programs; J03.03.03 - Utilizing community resources for educational programs; J04.02.01 - Rehabilitation treatment programs; J04.03.01 - Rehabilitation treatment programs, staffing; J04.04.03 - Utilizing community resources for treatment programs; J05.02.04 - Facility work assignments, convicted inmates. *Oregon Jail Standards offer consistent policy to keep the corrections facilities/County from becoming more open to litigation.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$2,254,077	\$0	\$2,130,141	\$0
Contracts	\$47,677	\$0	\$48,750	\$0
Materials & Supplies	\$87,004	\$0	\$88,962	\$0
Internal Services	\$24,123	\$0	\$21,318	\$0
Total GF/non-GF:	\$2,412,881	\$0	\$2,289,171	\$0
Program Total:	\$2,412,881		\$2,289,171	
Program FTE	21.00	0.00	19.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60037, MCSO Inmate Programs

The 1.0 MCSO Program Administrator position, along with the .4 Corrections Deputy position in Program Offer 60005, are being converted to 1.0 Correction Lieutenant to be assigned to Corrections Administration.

Due to Fiscal Year 2014 budget constraints, 1.0 FTE Corrections Counselor has been placed Out of Target in Program Offer 30037B.

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$7,840. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Jeffery Wheeler

Executive Summary

The MCSO Corrections Emergency Response Team (CERT) and Crisis Negotiations Team (CNT) respond to emergency situations that represent a potential hazard to a facility, loss of life, serious injury to staff, inmates or the public or when significant property loss is imminent.

The mission of CERT/CNT is to deal with high risk, high liability situations in a safe and secure manner. Members receive specialized training to handle a large variety of emergencies in the safest way possible for both inmates and staff. When called upon, CERT/CNT will always strive to accomplish the stated objective through negotiations or tactical operations using only the most minimal amount of force necessary. CERT/CNT will always attempt to resolve all situations with no injuries to staff or inmates.

Protecting and preserving human life is the top priority for the MCSO CERT/CNT.

Program Description

The MCSO CERT/CNT consists of 1 CERT/CNT Commander, 2 CERT Team Leaders, 2 CERT Assistant Team Leaders, 10 CERT members, 1 CNT Team Leader and 4 CNT members.

CERT is divided into 2 teams of 7 members each. CNT is divided into 2 teams of 2 members each. All members of CERT/CNT are full time MCSO employees and are on call 24/7 (on a rotational basis) to respond to emergent situations. All CERT/CNT members only serve on an "On-Call" status; there are no full time CERT/CNT members. Program funding supports supplies, equipment and training exclusively.

CERT/CNT is used primarily to respond to incidents in an MCSO Corrections Facility, but may be called upon to respond to other County Facilities, such as Juvenile Detention Home, or to respond as mutual aid to another jurisdiction if requested.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of CERT/CNT call outs	12	8	9	10
Outcome	Number of training sessions completed for CERT members	13	12	15	12
Outcome	Number of training session completed for CNT members	12	12	12	12

Performance Measure - Description

Data from TeleStaff Reports/AAR (After-Action Reports)/Outlook Calendar Notations.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$107,167	\$0	\$55,604	\$0
Materials & Supplies	\$45,747	\$0	\$46,776	\$0
Internal Services	\$7,728	\$0	\$9,379	\$0
Total GF/non-GF:	\$160,642	\$0	\$111,759	\$0
Program Total:	\$160,642		\$111,759	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

 **Significantly Changed**

Last year this program was: #60038, MCSO CERT/CNT

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$53,838. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Shawn Skeels

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Sheriff's Office Inmate Work Crew provides opportunities for sentenced offenders to learn general labor and social responsibility while fostering a work ethic that aids in their reintegration into the community. Sentenced offenders who successfully complete this program receive a sense of self-worth. This is accomplished while meeting the public's needs at a reduced cost to the taxpayers by freeing up jail beds in the form of reduced sentences for participating offenders.

Program Description

Each crew is typically composed of eight offenders supervised by a Corrections Deputy. Offenders are expected to be ready to work each morning, take directions, and work as part of a team. This program provides instruction on the proper use and maintenance of general landscaping tools and what type of personal protective equipment is necessary to safely complete the job. Offenders who successfully complete this program can be released early if it is part of the court order at time of sentencing. The early release of these minimum custody offenders gives the Sheriff another tool to effectively manage jail populations ensuring pretrial inmates who are dangerous offenders are not released prematurely into the community due to overcrowding.

Community service work is generally project-oriented. Most of these services are performed for agencies and non-profits that serve the homeless and other at-risk groups within the community. Crews have participated in community events such as Friends of the Library, Sand in the City, March of Dimes March for Babies and Race for the Cure to name a few. Work Crews help in the set up and removal of tents, chairs and activity areas used during these events. The donated time and labor of work crews supply an invaluable resource to ensure these events are successful. In addition, work crews offer an emergency labor force during natural or man-made disasters (i.e., sandbagging, removal of downed trees).

The majority of contracts are with Multnomah County, Oregon Department of Transportation, City of Portland and Metro Regional Government. Other agencies include the cities of Gresham, Maywood Park, Troutdale, Fairview and Wood Village. Public contracted work normally consists of roadside, bridgehead and park maintenance, landscaping and a concentrated effort on cleaning up illegal dumpsites and graffiti removal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Inmate escapes	0	0	0	0
Outcome	Number of contract hours	126,100	130,000	133,800	137,814
Output	Number of community service hours	6,984	7,200	7,416	7,638
Output	Percent of inmates who were recaptured (100% is no escapes)	100.0%	100.0%	100.0%	100.0%

Performance Measure - Description

Data from the monthly work crew log.

Legal/Contractual Obligation

Work Crews contract with METRO, Multnomah County and other governments.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$922,843	\$703,277	\$941,351	\$736,123
Contracts	\$9,967	\$5,120	\$10,191	\$5,120
Materials & Supplies	\$142,959	\$61,730	\$146,176	\$61,730
Internal Services	\$113,393	\$64,459	\$122,177	\$62,391
Capital Outlay	\$0	\$10,000	\$0	\$10,000
Total GF/non-GF:	\$1,189,162	\$844,586	\$1,219,895	\$875,364
Program Total:	\$2,033,748		\$2,095,259	
Program FTE	6.50	5.50	6.50	5.50
Program Revenues				
Indirect for dep't Admin	\$48,440	\$0	\$45,047	\$0
Fees, Permits & Charges	\$0	\$219,150	\$0	\$297,362
Intergovernmental	\$0	\$613,916	\$0	\$566,482
Other / Miscellaneous	\$0	\$11,520	\$0	\$11,520
Total Revenue:	\$48,440	\$844,586	\$45,047	\$875,364

Explanation of Revenues

\$9000 - Misc Work Crew Service Charges

\$566,482:

- \$116,716 Various Service Contracts with Governmental Agencies
- \$336,288 Svc Contracts for ODOT
- \$113,478 Svc Contract for City of Portland

\$11,520 - Earned Interest Revenue

\$288,362 - \$136,681 for Reimb. From Road Fund (4 Days/Wk X 52 Wks/Yr X \$657.12 (new FY14 Daily Rate)). \$15,000 for Bridge Maint. \$136,681 for Facilities Mgmt W/C Svcs (4 Days/Wk X 52 Wks/Yr X \$657.12 (new FY14 Daily Rate)).

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60039, MCSO Corrections Work Crews

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$51,511. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Mary Lindstrand

Executive Summary

This offer is for the operation of jail beds at the Multnomah County Detention Center. This includes beds for pretrial inmates and sentenced offenders requiring maximum security, as well as those with medical and psychological needs. MCDC, the only maximum-security facility operated by MCSO, supports local public safety and offender treatment systems. Option A opens 46 beds on the 4th floor and 18 beds in reception as well as establishing the necessary infrastructure for MCDC.

Medical, mental health and dental services at MCDC are provided for 46 male and female pretrial inmates and sentenced offenders in 6 housing areas on the 4th floor of MCDC including the Medical Infirmary, Mental Health Infirmary, Administrative Segregation, and Disciplinary housing and 24 hour emergency response, evaluation and treatment.

Program Description

The 448 maximum-security detention beds at MCDC are offered to support public safety and offender treatment systems by providing safe and humane pretrial or sentenced offender space. The facility includes services such as family and professional visiting, medical, video conferencing, counseling, law library, and religious/educational services to all those detained.

This offer includes the Administration and Support for the facility, jail services such as medical and transport, and resources for the operation of 46 beds. Ten beds serve those with special medical needs, 16 beds are for administrative segregation, 10 beds are mental health services, 18 beds are used in reception and 10 beds are for disciplinary use. This offer captures functions needed to open the jail.

The Sheriff's Office has statutory authority to maintain capacity population levels. In the event of a population emergency, arrestees may be forced released into the community. This offering, in conjunction with the MCIJ offering, will reduce the potential for emergency releases. Operational budget figures are derived from staffing and essential service functions mandated in safe and humane corrections standards.

The program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCDC total	420	400	425	425
Outcome	Inmate and staff assaults MCDC	72	60	82	82

Performance Measure - Description

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$9,129,227	\$0	\$9,107,909	\$0
Contracts	\$7,536	\$0	\$7,707	\$0
Materials & Supplies	\$637,863	\$0	\$652,221	\$0
Internal Services	\$2,940,040	\$0	\$3,090,086	\$0
Total GF/non-GF:	\$12,714,666	\$0	\$12,857,923	\$0
Program Total:	\$12,714,666		\$12,857,923	
Program FTE	64.80	0.00	64.80	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60040A, MCSO MCDC Core Jail & 4th Floor

\$185,581 reduction in Overtime and associated Salary-Related and Insurance to meet constraint. Like amount has been budgeted in SCAAP Grant funding in Program Offer 60030.

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$29,710. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Mary Lindstrand

Executive Summary

This offer is for the operation of 96 individual cells at the Multnomah County Detention Center, located on the 5th floor of the facility. This area is monitored on a 24/7 basis and provides multiple services.

Program Description

The 5th floor of the Multnomah County Detention Center (MCDC) is a housing area in this maximum security facility. The floor contains a control center and four housing modules as well as some program space. The 5A and 5D modules have 32 individual cells each while the 5B and 5C modules have 16 each. The total floor capacity for the 5th floor is 96 cells.

Working with our partners in Programs, Corrections Health and mental health, various services are provided for the inmate population. Examples of services provided may include parenting classes, AA and NA and various educational programs to include GED attainment. A portion of this offer allows for inmate recreation, supervision and facility escorts.

While in the care of the Sheriff, persons incarcerated are provided medical treatment, dental services and mental health care if needed. Additionally, the safety of those incarcerated is paramount to staff. Suicide prevention procedures are reviewed and updated. The Prison Rape Elimination Act is strictly enforced, claims are investigated and prosecution is sought when violations are reported.

Funding of the 5th floor supports the role of public safety and the operations of the MCDC. In turn, funding for MCDC supports the mission of public safety working with the Multnomah County Inverness Jail (MCIJ). The Sheriff has statutory authority to release pretrial inmates in the event of a population emergency. Funding for MCDC and MCIJ aid the Sheriff in managing the incarcerated population and reduce the potential for emergency releases.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCDC total	420	400	425	425
Outcome	Inmate and staff assaults	72	60	82	82

Performance Measure - Description

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$3,299,437	\$0	\$3,440,545	\$0
Contracts	\$3,769	\$0	\$3,854	\$0
Materials & Supplies	\$318,935	\$0	\$326,111	\$0
Internal Services	\$71,338	\$0	\$60,453	\$0
Total GF/non-GF:	\$3,693,479	\$0	\$3,830,963	\$0
Program Total:	\$3,693,479		\$3,830,963	
Program FTE	25.48	0.00	25.48	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60040B, MCSO MCDC 5th Floor

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$51,558. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 96 individual cells at the Multnomah County Detention Center located on the 6th floor of the facility. This area is monitored on a 24/7 basis and provides multiple services.

Program Description

The 6th floor of the Multnomah County Detention Center (MCDC) is a housing area in this maximum security facility. The floor contains a control center and four housing modules as well as some program space. The 6A and 6D modules have 32 individual cells each while the 6B and 6C modules have 16 each. The total floor capacity for the 6th floor is 96 cells.

Working with our partners in Programs, Corrections Health and Mental health, various services are provided for the incarcerated population. Examples of services provided may include parenting classes, AA and NA and various educational programs to include GED attainment. A portion of this offer allows for inmate recreation, supervision and facility escorts.

While in the care of the Sheriff, persons incarcerated are provided medical treatment, dental services and mental health care if needed. Additionally the safety of those incarcerated is paramount to the staff. Suicide prevention procedures are reviewed and updated. The Prison Rape Elimination Act is strictly enforced, claims are investigated and prosecution is sought when violations are reported.

Funding of the 6th floor supports the role of public safety and the operations of the MCDC. In turn, funding for MCDC supports the mission of public safety working with the Multnomah County Inverness Jail (MCIJ). The Sheriff has statutory authority to release pretrial inmates in the event of a population emergency. Funding for MCDC and MCIJ aid the Sheriff in managing the incarcerated population and reduce the potential for emergency releases.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCDC total	420	400	425	425
Outcome	Inmate and staff assaults MCDC	72	60	82	82

Performance Measure - Description

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,652,494	\$0	\$1,962,617	\$0
Contracts	\$1,885	\$0	\$1,928	\$0
Materials & Supplies	\$159,469	\$0	\$163,054	\$0
Internal Services	\$35,670	\$0	\$30,227	\$0
Total GF/non-GF:	\$1,849,518	\$0	\$2,157,826	\$0
Program Total:	\$1,849,518		\$2,157,826	
Program FTE	12.74	0.00	14.56	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60040C, MCSO MCDC 6th Floor

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$29,461. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Mary Lindstrand

Executive Summary

This offer is for the operation of 96 individual cells at the Multnomah County Detention Center located on the 7th floor of the facility. This area is monitored on a 24/7 basis and provides multiple services.

Program Description

The 7th floor of the Multnomah County Detention Center (MCDC) is a housing area in this maximum security facility. The floor contains a control center and four housing modules as well as some program space. The 7A and 7D modules have 32 individual cells each while the 7B and 7C modules have 16 each. The total floor capacity for the 7th floor is 96 cells.

Working with our partners in Programs, Corrections Health and mental health, various services are provided for the incarcerated population. Examples of services provided may include parenting classes, AA and NA and various educational programs to include GED attainment. A portion of this offer allows for inmate recreation, supervision and facility escorts.

While in the care of the Sheriff, persons incarcerated are provided medical treatment, dental services and mental health care if needed. Additionally the safety of those incarcerated is paramount to the staff. Suicide prevention procedures are reviewed and updated. The Prison Rape Elimination Act is strictly enforced, claims are investigated and prosecution is sought when violations are reported.

Funding of the 7th floor supports the role of public safety and the operations of the MCDC. In turn, funding for MCDC supports the mission of public safety working with the Multnomah County Inverness Jail (MCIJ). The Sheriff has statutory authority to release pretrial inmates in the event of a population emergency. Funding for MCDC and MCIJ aid the Sheriff in managing the incarcerated population and reduce the potential for emergency releases.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCDC total	420	400	425	425
Outcome	Inmate and staff assaults MCDC	72	60	82	82

Performance Measure - Description

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$3,054,039	\$0	\$2,838,884	\$0
Contracts	\$1,885	\$0	\$1,927	\$0
Materials & Supplies	\$159,469	\$0	\$163,054	\$0
Internal Services	\$35,670	\$0	\$30,227	\$0
Total GF/non-GF:	\$3,251,063	\$0	\$3,034,092	\$0
Program Total:	\$3,251,063		\$3,034,092	
Program FTE	23.66	0.00	23.66	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60040D, MCSO MCDC 7th Floor

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$47,875. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Mary Lindstrand

Executive Summary

The offer is for the operation of 96 individual cells at the Multnomah County Detention Center located on the 8th floor of the facility. This area is monitored on a 24/7 basis and provides multiple services.

Program Description

The 8th floor of the Multnomah County Detention Center (MCDC) is a housing area in this maximum security facility. The floor contains a control center and four housing modules as well as some program space. The 8A and 8D modules have 32 individual cells each while the 8B and 8C modules have 16 each. The total floor capacity for the 8th floor is 96 cells.

Working with our partners in Programs, Corrections Health and mental health, various services are provided for the incarcerated population. Examples of services provided may include parenting classes, AA and NA and various educational programs to include GED attainment. A portion of this offer allows for inmate recreation, supervision and facility escorts.

While in the care of the Sheriff, persons incarcerated are provided medical treatment, dental services and mental health care if needed. Additionally the safety of those incarcerated is paramount to the staff. Suicide prevention procedures are reviewed and updated. The Prison Rape Elimination Act is strictly enforced, claims are investigated and prosecution is sought when violations are reported.

Funding of the 8th floor supports the role of public safety and the operations of the MCDC. In turn, funding for MCDC supports the mission of public safety working with the Multnomah County Inverness Jail (MCIJ). The Sheriff has statutory authority to release pretrial inmates in the event of a population emergency. Funding for MCDC and MCIJ aid the Sheriff in managing the incarcerated population and reduce the potential for emergency releases.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCDC total	420	400	425	425
Outcome	Inmate and staff assaults MCDC	72	60	82	82

Performance Measure - Description

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCDC total" from DSSJ cubes.

"Inmate and staff assaults MCDC" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,934,441	\$0	\$1,884,352	\$0
Total GF/non-GF:	\$1,934,441	\$0	\$1,884,352	\$0
Program Total:	\$1,934,441		\$1,884,352	
Program FTE	18.20	0.00	18.20	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60040E, MCSO MCDL 8th Floor

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$36,827. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Linda Yankee

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This program offer is for the operation of 166 beds at MCIJ. This is the first offer of 11 scalable levels (design capacity for MCIJ is 1037 beds). The MCIJ dorms are used to appropriately place inmates in the corrections system to ensure a safe, efficient operation of our jail network. Open dorm housing is structured to fit the needs of inmates who do not require special conditions for confinement, while maintaining safe and appropriate separations. MCIJ housing is based on a sound objective classification system.

Offer A is the base offer and includes 166 beds. MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. This offer includes a 10 bed infirmary for acute medical care. Medical response to emergencies is provided on a 24/7 basis.

Program Description

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

Offer A opens 166 beds, with 156 general housing beds and 10 medical beds. Operations, Administration, Support and Jail Services, such as clinic, kitchen, and transport, are included in Offer A. Corrections deputies from MCIJ also supervise pretrial inmates and sentenced offenders under medical care at hospitals.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCIJ total	817	795	845	845
Outcome	Number of inmate and staff assaults MCIJ	30	20	46	46

Performance Measure - Description

Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

In accordance with State statutes the Sheriff is required to maintain local detention facility(s) and mandates safe and humane detention facilities, which require sufficient staff to perform all custodial functions. Mandates include provisions for legal confinement, clothing, bedding, nutritional food, medical services, legal access, sanitation, life safety compliance, offender responsibility of conduct, exercise of religion, educational and work programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$3,384,632	\$6,860,826	\$3,004,546	\$7,359,195
Contracts	\$3,171	\$3,500	\$4,797	\$3,500
Materials & Supplies	\$1,028,052	\$17,428	\$1,051,843	\$17,428
Internal Services	\$3,132,932	\$577,888	\$3,274,059	\$561,549
Capital Outlay	\$40,962	\$0	\$11,884	\$0
Total GF/non-GF:	\$7,589,749	\$7,459,642	\$7,347,129	\$7,941,672
Program Total:	\$15,049,391		\$15,288,801	
Program FTE	22.20	53.00	20.20	55.00
Program Revenues				
Indirect for dep't Admin	\$424,448	\$0	\$405,443	\$0
Intergovernmental	\$5,473,678	\$7,459,642	\$5,473,678	\$7,941,672
Total Revenue:	\$5,898,126	\$7,459,642	\$5,879,121	\$7,941,672

Explanation of Revenues

General Fund:

\$5,243,678 - US Marshal for 112 Beds X \$128.27 X 365 Days.

\$30,000 - Bureau of Prisons

\$200,000 - M73 Inmate Beds

State/Federal Fund:

\$7,364,793 - SB1145 State Funding based on the Governor's budget for the FY13-15 Biennium.

\$152,991 - CJC M57 Inmate Grant

\$423,888 - DOC M57 Inmate State Funding

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041A, MCSO MCIJ Dorms 10, 11 & 18

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$57,663. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Linda Yankee

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 150 beds at MCIJ.

MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing, including a 10 bed infirmary for acute medical care. Medical response to emergencies is provided on a 24/7 basis.

Program Description

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCIJ total	817	795	845	845
Outcome	Average daily inmate population MCIJ total	30	20	46	46

Performance Measure - Description

Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

In accordance with state statute the Sheriff is required to maintain local detention facility(s). Oregon statutes mandate the operations of safe and humane detention facilities, which require sufficient staff to perform functions involving security, control, custody and supervision of all confined. Mandates include provisions for legal confinement, clothing, bedding, nutritional food, medical services, legal access, sanitation, life safety compliance, offender responsibility of conduct, exercise of religion, educational and work programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$2,848,474	\$0	\$2,928,971	\$0
Contracts	\$5,569	\$0	\$5,277	\$0
Materials & Supplies	\$108,045	\$0	\$104,619	\$0
Internal Services	\$56,033	\$0	\$37,722	\$0
Total GF/non-GF:	\$3,018,121	\$0	\$3,076,589	\$0
Program Total:	\$3,018,121		\$3,076,589	
Program FTE	20.02	0.00	20.02	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041B, MCSO MCIJ Dorms 12 & 13

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$63,430. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Linda Yankee

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation 138 beds at the MCIJ.

These single cell dorms house inmates who create the potential for compromising safety and security. These dorm are more restrictive environments with enhanced security, as part of the objective classification system.

Program Description

This offer operates two dorms: one dorm is for 73 single cells and a second dorm for 65 beds. The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCIJ total	817	795	845	845
Outcome	Number of inmate and staff assaults MCIJ	30	20	46	46

Performance Measure - Description

Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

The Inverness Jail is established in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to confined offenders, pursuant to judgment of the courts. The jail administers its operation in an equitable manner, and in the least restrictive environment consistent with public safety. The facility serves as the central link for regional networking through the inmate transport system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,722,415	\$0	\$1,775,830	\$0
Contracts	\$3,543	\$0	\$3,358	\$0
Materials & Supplies	\$101,243	\$0	\$101,054	\$0
Internal Services	\$30,610	\$0	\$24,005	\$0
Total GF/non-GF:	\$1,857,811	\$0	\$1,904,247	\$0
Program Total:	\$1,857,811		\$1,904,247	
Program FTE	12.74	0.00	12.74	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041C, MCSO MCIJ Dorms 14 & 15

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$40,364. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Linda Yankee

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 54 beds at MCIJ.

This offer provides for two single cell disciplinary dorms at MCIJ, one for male and one for female housing. Disciplinary housing options are essential to the maintaining facility order, population management and re-engineering behavior for pretrial inmates and sentenced offenders at MCIJ.

Program Description

This offer funds two disciplinary dorms at Inverness. The male disciplinary dorm houses 31 offenders and the female disciplinary dorm houses 23 offenders.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCIJ total	817	795	845	845
Outcome	Number of inmate and staff assaults MCIJ	30	20	46	46

Performance Measure - Description

Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

The Inverness Jail is established in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to confined offenders, pursuant to judgment of the courts. The jail administers its operation in an equitable manner, and in the least restrictive environment consistent with public safety. The facility serves as the central link for regional networking through the inmate transport system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$492,119	\$0	\$503,675	\$0
Contracts	\$1,013	\$0	\$959	\$0
Materials & Supplies	\$96,536	\$0	\$96,594	\$0
Internal Services	\$8,746	\$0	\$6,859	\$0
Total GF/non-GF:	\$598,414	\$0	\$608,087	\$0
Program Total:	\$598,414		\$608,087	
Program FTE	3.64	0.00	3.64	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041D, MCSO MCIJ Dorms 16 & 17

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$11,533. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Linda Yankee

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 118 beds at MCIJ.

MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. Medical response to emergencies is provided on a 24/7 basis.

Program Description

This offer funds two additional dorms at Inverness jail. All 118 beds are general housing. Also funded in this offer are additional jail administration, support, and operations staff.

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCIJ total	817	795	845	845
Outcome	Number of inmate and staff assaults MCIJ	30	20	46	46

Performance Measure - Description

Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

The Inverness Jail is established in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to confined offenders, pursuant to judgment of the courts. The jail administers its operation in an equitable manner, and in the least restrictive environment consistent with public safety. The facility serves as the central link for regional networking through the inmate transport system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,910,162	\$0	\$2,008,949	\$0
Contracts	\$4,050	\$0	\$3,838	\$0
Materials & Supplies	\$102,184	\$0	\$101,944	\$0
Internal Services	\$34,983	\$0	\$27,435	\$0
Total GF/non-GF:	\$2,051,379	\$0	\$2,142,166	\$0
Program Total:	\$2,051,379		\$2,142,166	
Program FTE	14.56	0.00	14.56	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041E, MCSO MCIJ Dorms 6 & 7

\$33,198 reduction in OT and associated Salary-Related and Insurance in order to meet Fiscal Year 2014 budgeted constraint. Like amount has been budgeted in SCAAP Grant funding in Program Offer 60030.

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$29,799. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: Linda Yankee

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 118 beds at MCIJ.

MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. Medical response to emergencies is provided on a 24/7 basis.

Program Description

This offer funds two additional dorms at Inverness jail. All 118 beds are general housing.

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCIJ total	817	795	845	845
Outcome	Number of inmate and staff assaults MCIJ	30	20	46	46

Performance Measure - Description

Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

The Inverness Jail is established in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to confined offenders, pursuant to judgment of the courts. The jail administers its operation in an equitable manner, and in the least restrictive environment consistent with public safety. The facility serves as the central link for regional networking through the inmate transport system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,015,165	\$0	\$1,067,557	\$0
Contracts	\$2,532	\$0	\$2,399	\$0
Materials & Supplies	\$99,360	\$0	\$99,268	\$0
Internal Services	\$21,864	\$0	\$17,146	\$0
Total GF/non-GF:	\$1,138,921	\$0	\$1,186,370	\$0
Program Total:	\$1,138,921		\$1,186,370	
Program FTE	9.10	0.00	9.10	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041F, MCSO MCIJ Dorms 8 & 9

\$58,609 reduction in OT and associated Salary-Related and Insurance in order to meet Fiscal Year 2014 budgeted constraint. Like amount has been budgeted in SCAAP Grant funding in Program Offer 60030.

Lead Agency: Sheriff

Program Contact: Linda Yankee

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 59 beds at the MCIJ.

MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. Medical response to emergencies is provided on a 24/7 basis.

Program Description

This offer provides for the operation of an open dorm at MCIJ, housing the facility internal work crews.

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCIJ total	817	795	845	845
Outcome	Number of inmate and staff assaults MCIJ	30	20	46	46

Performance Measure - Description

The 59 beds represented in this Program Offer, not only support the support unit's Output and Outcome performance measures shown above, but better ensures that future inmate population matrixing will not occur.

Data includes benchmarks for operating a County jail in accordance with federal, state and local standards.

Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

In accordance with State statutes the Sheriff is required to maintain local detention facility(s) and mandates safe and humane detention facilities, which require sufficient staff to perform all custodial functions. Mandates include provisions for legal confinement, clothing, bedding, nutritional food, medical services, legal access, sanitation, life safety compliance, offender responsibility of conduct, exercise of religion, educational and work programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,551,035	\$0	\$1,581,948	\$0
Contracts	\$4,050	\$0	\$3,838	\$0
Materials & Supplies	\$54,856	\$0	\$70,341	\$0
Internal Services	\$29,289	\$0	\$27,435	\$0
Total GF/non-GF:	\$1,639,230	\$0	\$1,683,562	\$0
Program Total:	\$1,639,230		\$1,683,562	
Program FTE	14.56	0.00	14.56	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041G, MCSO MCIJ Dorm 5

\$93,775 reduction in OT and associated Salary-Related and Insurance in order to meet Fiscal Year 2014 budgeted constraint. Like amount has been budgeted in SCAAP Grant funding in Program Offer 60030.

Lead Agency: Sheriff

Program Contact: Linda Yankee

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 59 beds at the MCIJ.

MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders. Inverness supports program activities for pretrial inmates and sentenced offenders needing counseling, education, and mental health services to facilitate offender's successful transition back to the community and creates work opportunities for sentenced offenders.

Medical, mental health and dental services are provided to male and female general housing. Medical response to emergencies is provided on a 24/7 basis.

Program Description

This offer provides for the operation of a open dorm at MCIJ.

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average daily inmate population MCIJ total	817	795	845	845
Outcome	Number of inmate and staff assaults MCIJ	30	20	46	46

Performance Measure - Description

The 59 beds represented in this Program Offer, not only support the support unit's Output and Outcome performance measures shown above, but better ensures that future inmate population matrixing will not occur.

Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults.

"Average daily inmate population MCIJ total" from DSSJ cubes.

"Inmate and staff assaults MCIJ" from monthly reports provided by Hearings Officers.

Legal/Contractual Obligation

In accordance with State statutes the Sheriff is required to maintain local detention facility(s) and mandates safe and humane detention facilities, which require sufficient staff to perform all custodial functions. Mandates include provisions for legal confinement, clothing, bedding, nutritional food, medical services, legal access, sanitation, life safety compliance, offender responsibility of conduct, exercise of religion, educational and work programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$581,635	\$0	\$587,829	\$0
Contracts	\$1,519	\$0	\$1,553	\$0
Materials & Supplies	\$50,148	\$0	\$51,276	\$0
Total GF/non-GF:	\$633,302	\$0	\$640,658	\$0
Program Total:	\$633,302		\$640,658	
Program FTE	5.46	0.00	5.46	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60041H, MCSO MCIJ Dorm 4

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$13,406. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Jose Martinez

Executive Summary

Close Street is an intensive custody and supervision program that provides pre-trial services to arrestees of Measure 11 crimes, Domestic Violence cases, and a select group of clients with mental health disorders. Deputies interview defendants and conduct investigations to present the Court with accurate, timely, and impartial information which assists the Judge in making an informed release decision. This program supports both offender accountability and reentry of the offender into the community while increasing available jail beds.

Program Description

This intensive custody and supervision program supports offender accountability while transitioning pretrial and sentenced offenders out of scarce jail beds. At the direction of the court, Close Street Supervision provides intensive, individualized supervision and management of multiple need pretrial arrestees who would otherwise be ineligible for pretrial release. This program supports and enhances community safety by assessing a broader number of the in-custody population for program suitability, expanding case management and supervision, subsidizing participation when indicated, and providing immediate consequences for program failures.

Compared to other pretrial supervision programs, the program's success rates rank among the highest in the nation. A recent audit demonstrated that, of the almost 1,200 defendants supervised in 2010, more than 96% were successful; appearing for all scheduled court dates and committing no new crimes, while under supervision. More than 99% of Close Street supervised arrestees successfully complete the program with no new offenses. Close Street participants also appeared for all scheduled court dates 98% of the time. The national average for both of these measures is 80%**.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Average number of supervised people per month***	145	150	151	150
Outcome	Percent of population appearing for all court dates during supervision	97.0%	97.0%	97.0%	97.0%
Outcome	Percent of population arrested for new crimes during supervision	2.0%	1.0%	2.0%	2.0%

Performance Measure - Description

*Audit of Multnomah County Pretrial Services conducted by the Multnomah County Auditor's Office (2011).
 **Data compiled from Pretrial Justice in America: A Survey of County Pretrial Release Policies, Practices, and Outcomes. Published by the Pretrial Justice Institute, 2010.
 ***Average caseload size 25:1

Performance measure data from the Caseload Explorer database.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,144,152	\$0	\$1,167,268	\$0
Contracts	\$37,761	\$0	\$38,611	\$0
Materials & Supplies	\$30,184	\$0	\$30,862	\$0
Internal Services	\$31,984	\$0	\$33,737	\$0
Total GF/non-GF:	\$1,244,081	\$0	\$1,270,478	\$0
Program Total:	\$1,244,081		\$1,270,478	
Program FTE	9.00	0.00	9.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

 **Significantly Changed**

Last year this program was: #60043, MCSO Close Street

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$26,916. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Jose Martinez

Executive Summary

The Volunteer Services program enables the Multnomah County Sheriff's Office to achieve its organizational mission with the assistance of nearly 250 volunteers, interns, and community partners overseen by this unit. [Note: Search and Rescue, Reserve Deputies, and Jail Chaplain Volunteers are not part of this Program.] Through their involvement, volunteers support and enhance the MCSO operations in all three agency Divisions (Law Enforcement, Corrections and Business Services) and become involved citizens gaining an in-depth understanding of the criminal justice system and its unique challenges. Additionally, the development and support of placements benefits agency recruiting and hiring efforts for future employment needs.

Program Description

The Volunteer Services program provides for the recruitment, interviews, backgrounds, training, placement, and recognition to sustain a core base of nearly 250 volunteers, interns, and community partners supporting MCSO operations. Due to the nature of the duties involved in most placements, it is necessary to conduct an in-depth background review process prior to assignment, as well as ongoing review to ensure compliance with agency and county policies and procedures and to ensure the safety and security of operations. By monitoring the agency's needs, Volunteer Services works to find professionals willing to share their time and expertise. Placement opportunities include involvement in jail programs such as education services, domestic violence prevention and safety planning, employment resources and transition services, alcohol/drug prevention and education, and 12-step meetings, which assist with transition services and the reduction of tensions within a facility/housing area. Other agency placements include assignments with River Patrol, the Cold Case Team, Citizen Patrol in the Gorge, Human Trafficking, Enforcement Records and other support services.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	# of service hours contributed by MCSO volunteers, interns & community partners	7,430	8,000	7,500	7,500
Outcome	Dollar value savings resulting from contributions of volunteer time	154,915	299,350	156,375	156,375
Output	Number of applicant inquiries and pre-screening reviews	265	400	120	125
Outcome	Number of MCSO work units supported by volunteers, interns, community partners	15	15	15	15

Performance Measure - Description

•The Independent Sector hourly valuation of volunteer time is \$20.85 based on 2009 figures.(In conjunction with the Points of Light Foundation, the Independent Sector bases the value of volunteer time on the average hourly earnings of all production and nonsupervisory workers on private nonfarm payrolls, as determined by Bureau of Labor Statistics. This figure is increased by 12% to estimate for fringe benefits).

Changes from previous year in data can be attributed to as follows:

- 1.#Volunteer Hours has remain essentially unchanged as the program is essentially in caretaker mode in which recruitment of new volunteers is minimal and attention to maintaining current volunteers has reduced drastic loss.
- 2.\$ Value is being calculated at the previous rate because the Depressed/Recessed economic market most likely hasn't resulted in any substantial change in the previous figure.
- 3.#Applicants/Inquiries has reduced because of not actively recruiting new volunteers due to no permanent hire of the coordinator position.
- 4.#Work Units supported remains unchanged as there is no system expansion or retraction.

Also, the figures reported do not include those associated with the Chaplains Unit.

Legal/Contractual Obligation

Compliance monitoring of PREA (Prison Rape Elimination Act) and Harassment and Discrimination policies

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$41,972	\$0	\$43,539	\$0
Materials & Supplies	\$4,103	\$0	\$4,195	\$0
Total GF/non-GF:	\$46,075	\$0	\$47,734	\$0
Program Total:	\$46,075		\$47,734	
Program FTE	0.50	0.00	0.50	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues**Significant Program Changes**Last year this program was: #60044, MCSO Volunteers

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Michael Shults

Executive Summary

The Inmate Welfare Fund (IWF), overseen by Sheriff's Command Staff and civilian members, provides services to arrestees, pretrial inmates and sentenced offenders including banking, law library, chaplain services and phone service. Through the profits of commissary items, telephone usage and other sources, IWF provides direct services and products that otherwise might not be funded for the benefit of the inmates.

Program Description

The IWF trust fund provides an in-house banking system that enables inmates to safely deposit funds and utilize these funds for numerous purposes, including the purchase of commissary items. The revenues from commissary and phones provide additional services including chaplains, recreational items, tools for social and educational development and assisting inmates who are indigent. The IWF is fully funded by profits from the inmates, for the inmates. Commissary, which is part of the IWF, successfully provides culturally compatible products to inmates at low pricing. Furthermore, these profits pay for the jail chaplaincy program which meets prisoner needs regarding religious expression and legal requirements, and contributes to housing tranquility.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of offenders participating in Law Library	5,875	4,750	7,100	7,100
Outcome	Number of hours of Law Library access provided to the participants	7,320	6,450	8,000	8,000
Output	Number of Inmate Calls	200,563	190,000	183,072	180,000
Outcome	Amount of Phone Revenue	520,980	480,000	475,490	475,000

Performance Measure - Description

"Number of offenders participating in Law Library" data from daily Law Library Move Lists returned by Corrections Deputies documenting attendance or reason for non-attendance and subsequently entered by Law Library Counselor in an Excel spreadsheet.

"Number of hours of Law Library access provided to the participants" data from facility Law Library Schedules and daily Law Library Move Lists (Total possible sessions minus sessions not conducted) with result multiplied by 2 (each session = 2 hours) then entered by Law Library Counselor on an Excel spreadsheet.

The FY13-14 numbers are the same as Current FY Estimate for these reasons:

1. We are not going to increase system capacity population wise, so there is no reason to project further increase in participants. The rise in the # of participants from the past is solely due to the conversion of the library to electronic format.
2. A rise in participation translates to a rise in the # of sessions (and therefore hours) because past empty sessions are now being utilized. We are at the point that we are only 10-15% short of having every possible session conducted. It is reasonable to believe this % won't change much as for a variety of reasons not every possible session could ever be conducted.

The law library went into an electronic format.

Legal/Contractual Obligation

Charter 6.50(1)
Operational Procedures 06.106.010 – 06.106.088

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$278,710	\$0	\$292,511
Contracts	\$0	\$42,464	\$0	\$37,730
Materials & Supplies	\$0	\$93,979	\$0	\$153,047
Internal Services	\$0	\$102,847	\$0	\$87,603
Total GF/non-GF:	\$0	\$518,000	\$0	\$570,891
Program Total:	\$518,000		\$570,891	
Program FTE	0.00	3.00	0.00	3.00
Program Revenues				
Indirect for dep't Admin	\$30,066	\$0	\$29,718	\$0
Fees, Permits & Charges	\$0	\$498,000	\$0	\$500,891
Other / Miscellaneous	\$0	\$20,000	\$0	\$70,000
Total Revenue:	\$30,066	\$518,000	\$29,718	\$570,891

Explanation of Revenues

\$50,000 - Carry-over from Previous Fiscal Year
 \$14,000 - Revenue includes Hygiene Kits, Copies, Records Req, Hearings Fees, Disc. Fines, Statement Requests, Grievance Fees, Food Handlers Cert Fee
 \$486,891 - Commission from Inmate Phone Calls
 \$10,000 - Interest Earned
 \$10,000 - Disciplinary fines

Significant Program Changes

Last year this program was: #60045, MCSO Inmate Welfare

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Jose Martinez

Executive Summary

This offer purchases continued funding of a Corrections Sergeant to establish intelligence-gathering and intervention methodology regarding human trafficking as it is proliferated among jail inmates, to include the establishment of a screening instrument to identify at-risk pretrial inmates and sentenced offenders. This Sergeant collaborates with the Oregon Human Trafficking Task Force to both aid in prosecution of Human Trafficking crimes and intervene with victims while in custody.

Program Description

A trend has been identified among the jail population whereby at-risk inmates are being used as a commodity by being identified and passed once out of custody to persons involved in crime types including coercion, prostitution, promoting prostitution, sex abuse and contributing to the delinquency of a minor. This offer would continue funding of a Corrections Sergeant to develop intelligence collection, organization and dissemination operations targeting human trafficking activities inside the jails. The Corrections Sergeant shares names and information with the Oregon Human Trafficking Task Force regarding intelligence gathered on potential perpetrators, maintains a data-base module for tracking and information dissemination and uses a screening instrument to quickly identify at-risk inmates and connect those inmates with in-jail programs and intervention/ transition services.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	In Custody Victims Identified	69	50	75	50
Outcome	Juvenile Victims Identified	13	10	10	10
Outcome	Involved Cases Prosecuted	25	12	14	12
Outcome	Involved Cases Pending Prosecution	14	25	30	25

Performance Measure - Description

In Jail Human Trafficking has seen a huge increase in involved cases. There are more units finding Human Trafficking in their cases, domestic violence cases, gang cases, drug cases and a large amount of P/V sanctions. MCSO has been involved with training other law enforcement and criminal justice agencies on how to identify Human Trafficking in jail and how this information can help them with their case.

The MCSO Sergeant is involved in all human sex trafficking cases with in Multnomah County from identifying human trafficking victims and pimps who are in jail, and also by partnering with local police agencies, the DA's office and the US attorney's office the sergeant conducts follow up on inmates in these cases and testifies in court.

Currently, data compiled in an Excel database. MCSO has moved forward on the development of a database which should be on line soon. This should greatly improve information tracking.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$154,601	\$0	\$161,160	\$0
Total GF/non-GF:	\$154,601	\$0	\$161,160	\$0
Program Total:	\$154,601		\$161,160	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #60050, MCSO In-Jail Human Trafficking

Lead Agency: Sheriff

Program Contact: Jason Gates

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

Enforcement Division administration provides administrative leadership and strategic direction to the Sheriff's Office Enforcement Division. The Division administration develops Sheriff's policies and directives into the Enforcement program offerings that serve the public here in Multnomah County.

Program Description

The Enforcement Division is responsible for the protection of life and property and for enforcement of the Oregon Criminal Code and County Ordinances. Enforcement Division provides police and marine patrol, investigative services, civil process services, and participates in multi-agency task forces. The Enforcement Division also collaborates with County Emergency Management to plan and staff emergency operations. The programs operated by these divisions address all the major factors in citizens feeling safe at home, work, school and play – namely the public safety system, social conditions and communities. The programs offered hold offenders accountable for their actions, provide for treatment and rehabilitation resources, education and leverage collaboration with other community safety system providers. Division Directors are responsible for policy development, the assignment of resources, and oversight for all Division functions. They provide supervision, coordination, and management to the Divisions.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent performance measurements met in Division	95.0%	90.0%	90.0%	90.0%
Outcome	Number of voluntary resignations	3	10	4	10

Performance Measure - Description

"Percent performance measures met in Division" represents a summation of total Division performance measures. Does not include Enforcement Admin.

"Number of voluntary resignations" come from Human Resources.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$234,577	\$0	\$233,730	\$0
Contracts	\$79,174	\$0	\$80,956	\$0
Materials & Supplies	\$112,680	\$0	\$115,214	\$0
Internal Services	\$245,156	\$0	\$287,073	\$0
Total GF/non-GF:	\$671,587	\$0	\$716,973	\$0
Program Total:	\$671,587		\$716,973	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60060, MCSO Enforcement Division Admin
 911 Teletax Revenue no longer comes to Multnomah County Sheriff's Office. Instead it will now go to the City of Portland. The Sheriff's Office will also see a credit on BOEC billings in a corresponding amount each quarter which was previously paid for by this fund source.

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$14,067. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Becky Child

Executive Summary

The Enforcement Support Unit is partially composed of Enforcement Records, Civil Support, and Word Processing. The Concealed Handgun Unit and Alarm Ordinance Unit are also part of the Enforcement Support Unit however have separate budgets. The main functions of these units are to provide clerical support for all the Units that comprise the Enforcement Division of the Sheriff's Office.

Program Description

The Records Unit operates 24 hours a day, 7 days a week, 365 days a year. The Records Unit receives processes and maintains law enforcement, warrant, and protective order records for Multnomah County. Accurate and timely processing of information and records is critical to the overall operations of the Multnomah County Sheriff's Office and has a direct effect on timely arrests, detention of prisoners and police officer safety. The Records Unit is often the first point of contact with the Sheriff's office for the public, other agencies, and other law enforcement personnel and therefore are fielding questions and making appropriate referrals if needed. The Civil Support Unit provides clerical support for the Civil Unit duties of serving court papers and enforcing court orders such as small claims, divorce papers, subpoenas, child support, restraining orders and eviction papers. The Civil Support Unit also prepares and tracks Real Property foreclosures and is available to assist the public with civil paperwork. The Word Processing Unit is responsible for providing clerical support to the Enforcement Command staff as well as the Specialized Units such as Detectives.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of warrants received and entered	16,330	15,000	18,003	18,000
Outcome	Number of protective orders received and entered	2,211	2,500	1,954	2,500
Output	Number of law enforcement records entered	7,296	8,500	10,214	10,000
Output	Number of LEDS/NCIC records validated (PO, Warrants, Others)	17,110	23,000	16,343	18,000

Performance Measure - Description

Performance measures for the Enforcement Support Unit are generated from monthly reports which are compiled from daily tally sheets. The Warrants entered performance measure is verified by a SWIS report. The report numbers issued performance measure is generated out of PPDS.

Per the MCSO Records Coordinator, warrants have increased due to an increase in misdemeanor warrants. This may be due to a previous reduction in DA staffing which led to some misdemeanor warrants not being issued.

Legal/Contractual Obligation

ORS 206.010 General duties of sheriff. (3) Execute the process and orders of the courts of justice or of judicial officers, when delivered to the sheriff for that purpose, according to law. (4) Execute all warrants delivered to the sheriff for that purpose by other public officers, according to law.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$2,001,040	\$0	\$2,060,316	\$0
Contracts	\$12,896	\$0	\$13,186	\$0
Materials & Supplies	\$50,354	\$0	\$51,487	\$0
Internal Services	\$28,163	\$0	\$29,170	\$0
Total GF/non-GF:	\$2,092,453	\$0	\$2,154,159	\$0
Program Total:	\$2,092,453		\$2,154,159	
Program FTE	24.00	0.00	24.00	0.00
Program Revenues				
Fees, Permits & Charges	\$40,000	\$0	\$40,000	\$0
Total Revenue:	\$40,000	\$0	\$40,000	\$0

Explanation of Revenues

\$30,000 - Tow Fees
\$9,000 - Report Requests
\$1,000 - Report Here Requests

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60061, MCSO Enforcement Division Support

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$38,108. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Monte Reiser

Executive Summary

The Patrol Unit protects citizens residing and/or recreating in unincorporated Multnomah County by responding to emergencies, patrolling neighborhoods, performing traffic safety duties and providing education throughout the communities. Patrol provides emergency preparedness, assistance and intervention as part of the treatment service continuum. Patrol deputies and sergeants develop and implement community policing projects utilizing community based policing principles and frontline human services while providing safety to citizens.

Program Description

Patrol provides 24/7 protection of life and property for visitors and residents living in the unincorporated areas of Multnomah County. They provide protection services by responding to service calls through the 911 system, non-emergency dispatch or self-initiated field activities. Deputies are the first responders to any emergency requiring an immediate response. Working with schools, businesses and neighborhood associations, deputies seek to understand community needs and use problem solving skills to assess, investigate, and intervene in criminal and gang related activities. Criminal intervention sometimes results in disruption of the family unit and deputies use social service providers to help stabilize children and families through housing, health and mental health services. Traffic safety through education and intervention provides safe streets and highways to access commerce and recreation opportunities for the community. A visible public safety system is critical for citizens in feeling safe at home, school, work, and play. Evidence through the Bureau of Justice Administration studies shows that community policing is a proven and historical strategy to community safety. The Patrol Unit works actively with citizen groups and neighborhood associations to develop agreed upon response plans for identified problems. The Patrol Unit provides the introduction of county wide social service programs to the community.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Calls for service	50,063	50,100	49,090	50,000
Outcome	Number of arrests generated from calls for service	2,838	2,800	2,800	2,800
Outcome	Average response time (minutes)	15	15	15	15

Performance Measure - Description

Calls for service includes self-initiated and dispatched incidents. Response time is for dispatched calls only. Data from BOEC.

Arrest data from DSSJ cubes.

Legal/Contractual Obligation

ORS 206.010, General duties of sheriff ORS 204.635, Deputies of sheriff; special appointment, authority of; liability of ORS 206.210, Authority of sheriff over organization of office ORS 206.345, Contracts with cities, authority under contract ORS 401.560, Search and Rescue, responsibilities of sheriff.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$5,181,809	\$281,747	\$5,164,535	\$236,949
Contracts	\$2,251	\$0	\$2,302	\$0
Materials & Supplies	\$100,282	\$64,841	\$102,539	\$41,496
Internal Services	\$605,056	\$27,336	\$554,106	\$16,195
Total GF/non-GF:	\$5,889,398	\$373,924	\$5,823,482	\$294,640
Program Total:	\$6,263,322		\$6,118,122	
Program FTE	36.70	0.30	36.70	0.30
Program Revenues				
Indirect for dep't Admin	\$20,542	\$0	\$11,693	\$0
Intergovernmental	\$407,851	\$313,924	\$407,851	\$239,640
Other / Miscellaneous	\$0	\$60,000	\$0	\$55,000
Total Revenue:	\$428,393	\$373,924	\$419,544	\$294,640

Explanation of Revenues

General Fund:

\$32,537 - Maywood Pk (2% COLA increase from Prev. Year), \$375,314 - Wood Village (2% COLA increase from Prev. Year)

Public Safety Fund:

\$7000 - Reimbursement for past hazardous materials activities from the Oregon Fire Marshal

Federal/State Fund:

\$32,640 - Summer Patrol Services for the US Forest Service, \$20,000 - Patrol Services for Oregon State Parks, \$25,000 -

OSSA Seat Belt Grant, \$25,000 - OSSA DUII Grant, \$60,000 - Patrol Services for ODOT Construction Zones, \$100,000 -

Truck Inspections for ODOT, \$5000 - Carry-over funding from LETPP Grant from previous year

\$20,000 - Bullet-proof Vest Grant

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60063, MCSO Patrol

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$335,186. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Monte Reiser

Executive Summary

The Civil Unit is the enforcement arm of the civil and probate court system. Notice and enforcement actions originate through the civil, probate, and family courts and are processed through the delivery and services made by this unit. Civil enforcement actions are statutorily mandated to the Sheriff.

Program Description

The Civil Unit is the ministerial arm of the Circuit Court. All court actions are initiated through a written notification to parties of a pending action and these documents are delivered by the Civil Unit. Through the Civil Unit, court orders to seize and sell property, satisfy landlord/tenant actions, and enforce child custody disputes are enforced in an objective, fair, and equitable manner in compliance with Oregon statutes and rules on civil procedure. Through probate court, families, police officers and other interested parties seek involuntary commitment for allegedly mentally ill persons suffering from episodes so debilitating that they are a danger to themselves or others. The Civil Unit deputy locates, transports, and provides security for the person and the court. When domestic violence threatens the family unit, deputies in the Civil Unit serve domestic violence restraining orders to protect family members from violence and aggressive behavior.

Civil Unit deputies experience incidents of physical resistance when performing their duties. In particular, evictions may involve subjects who barricade themselves requiring a substantial dedication of resources and time. Often times, these incidents require the skill of the Multnomah County Special Weapons and Tactics Team to perform a measured response tactical entry into the residence to execute the eviction while providing safety for nearby citizens. Persons subject to the court's orders have threatened to kill uniformed staff, displayed firearms, discharged firearms, and fortified apartments and homes to prevent the court action. It is routine for persons to hide within dwellings to avoid being contacted by civil deputies. A balanced public safety system provides citizens the ability and right to address their grievances in a safe, fair and equitable manner.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of individuals served through civil process	12,116	14,400	13,500	13,500
Outcome	Percent successfully served documents	80.0%	80.0%	80.0%	80.0%
Outcome	Percent protective orders served	78.0%	80.0%	79.0%	80.0%
Output	Number of evictions	766	800	823	800

Performance Measure - Description

Data from the "Civil Process" data base.

Legal/Contractual Obligation

ORS 107.720-730, 206.010-070 and 180, 433.355, 93.530 and Chapter 23. Oregon Rules on Civil Procedure Rule 7

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,330,115	\$0	\$1,447,469	\$0
Contracts	\$1,125	\$0	\$1,150	\$0
Materials & Supplies	\$38,800	\$0	\$39,674	\$0
Internal Services	\$86,587	\$0	\$93,665	\$0
Total GF/non-GF:	\$1,456,627	\$0	\$1,581,958	\$0
Program Total:	\$1,456,627		\$1,581,958	
Program FTE	11.00	0.00	12.00	0.00
Program Revenues				
Fees, Permits & Charges	\$150,000	\$0	\$237,076	\$0
Intergovernmental	\$196,500	\$0	\$196,500	\$0
Total Revenue:	\$346,500	\$0	\$433,576	\$0

Explanation of Revenues

\$150,000 - Civil Process Fees
 \$191,500 - Circuit Court Revenue
 \$5000 - State Extraditions Reimbursement
 \$87,076 - Civil Forfeiture Fees

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60064, MCSO Civil Process

This program offer is adding 1.0 FTE Program Coordinator for additional administrative support due to excessive workload. This position is funded by newly anticipated fees from the additional workload.

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$19,345. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Travis Gullberg

Executive Summary

The Sheriff's River Patrol Unit partners with the Oregon State Marine Board, the Port of Portland, U.S. Coast Guard to provide safe commercial and recreational access and passage to the county's 110 miles of waterways along the Columbia River, Willamette River, Sandy River and Multnomah Channel. The River Patrol Unit provides law enforcement and search and rescue services to all river, lake, shoreline and island locations in Multnomah County.

Program Description

The River Patrol Unit provides protection and intervention for the numerous county moorages, marinas, and houseboat communities. The country's fifth largest port requires unobstructed ingress and egress of commercial ship movement into the region. Marine deputies respond to all life threatening marine calls for service such as boat collisions, drowning, missing persons, and environmental hazards. Deputies provide boater safety, education, and intervention through classroom, boat inspection and enforcement activities. It is crucial for the local economy that cargo vessels, carrying consumer products, efficiently transport these goods in a timely and efficient manner. In FY 2011, the Port of Portland moved 12,310,919 short tons of cargo through its facilities and there were 510 calls to port terminals by ocean-going vessels. Community livability contributes to a thriving economy and access to work, cultural, and recreational activity is an important element of a thriving economy. River Patrol participates in regional multi-agency marine security drills to promote efficient coordination of first responder resources. This unit provides critical infrastructure security protection along Multnomah County waterways. The Oregon State Marine Board contributes approximately one third of the funding needs for the Sheriff's Office River Patrol. River patrol is key to emergency preparedness on/near the regional waterways; they participate in numerous agency collaborations and are a significant function to a visible public safety system.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Hours of community water safety education	269	125	213	215
Outcome	Number of citizens issued boater examination reports, warning, and citations	3,547	3,555	3,000	3,200

Performance Measure - Description

Data from Oregon State Marine Board website "Number of citizens issued boater examination reports, warning, and citations" includes the following boater contact types: HIN Insp, Pass MTR, Fail w/warn MTR, Fail w/cite MTR, Pass NM, Fail w/warn NM, and Fail w/cite NM.

Legal/Contractual Obligation

Patrol operates under ORS Chapter 830 and contracts with the Oregon State Marine Board.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,440,385	\$698,881	\$1,384,608	\$689,812
Contracts	\$17,611	\$0	\$18,007	\$0
Materials & Supplies	\$123,942	\$40,481	\$126,733	\$31,396
Internal Services	\$197,024	\$63,480	\$214,783	\$56,039
Capital Outlay	\$33,053	\$380,517	\$33,796	\$327,000
Total GF/non-GF:	\$1,812,015	\$1,183,359	\$1,777,927	\$1,104,247
Program Total:	\$2,995,374		\$2,882,174	
Program FTE	9.00	6.00	9.00	5.50
Program Revenues				
Indirect for dep't Admin	\$46,598	\$0	\$40,460	\$0
Fees, Permits & Charges	\$0	\$10,000	\$0	\$50,000
Intergovernmental	\$0	\$1,034,842	\$0	\$1,054,247
Other / Miscellaneous	\$1,400	\$138,517	\$1,400	\$0
Total Revenue:	\$47,998	\$1,183,359	\$41,860	\$1,104,247

Explanation of Revenues

General Fund:

\$1400 - State Fuel Tax Rebate

Public Safety Fund:

\$20,000 - Reimbursement for Fuel Charges from other Jurisdictions

Federal/State Fund:

\$16,000 - Government Island Contract for River Patrol Services

\$796,247 - Oregon Marine Board Contract for River Patrol Services

\$242,000 - Urban Area Security Initiative (UASI) Grant

\$30,000 - Sales of Marine Fleet

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60065, MCSO River Patrol

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$108,904. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Ned Walls

Executive Summary

This program provides for investigation of all crimes, including those involving homicide, sexual assault, burglary, fraud and theft to citizens and business, crimes against children, the elderly and property crimes.

County-wide services provided by the Sheriff's Office includes investigations of crimes committed against children by use of technology (INTERCEPT).

Program Description

Detectives investigate all crimes that are not concluded by patrol deputies. The Detective Unit is responsible for responding to the scenes of crimes, conducting preliminary and follow-up investigations, preparing the required investigative reports, preparing an analysis of the report, apprehending the suspect, preparing the case for a successful prosecution, and testifying in court. The MCSO Detectives are part of the East County Major Crimes Team. The Countywide Investigation program funds the Sheriff's Office participation in several inter-agency teams. These teams are able to pool resources and leverage personnel for more effective results.

The INTERCEPT detective works in a Multi-Sheriff Office and Department of Justice team in the tri-county jurisdiction. This detective investigates state and federal laws relating to crimes against children, child pornography, child exploitation and the use of computers to promote these crimes.

The Elder Abuse detective also works in a multidisciplinary team that works together to help keep seniors safe and investigates crimes against the elderly. The primary purpose of the Elder Abuse Detective is to help victims – current victims, future victims, potential victims. When elders are financially abused the best way to help them is to give them a sense of justice through effective investigation and prosecution which can result in restitution as part of the judgment. This detective works directly and is housed with Multnomah County Adult Protective Services.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total cases investigated	1,574	1,200	1,600	1,200
Outcome	Total cases cleared	742	500	550	500
Output	Person crime cases investigated	231	150	150	150
Outcome	Person crime cases cleared	181	100	100	100

Performance Measure - Description

Data from Law Enforcement Associates Data Technologies caseload database.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,340,877	\$8,236	\$1,293,031	\$0
Contracts	\$7,283	\$11,757	\$7,447	\$6,496
Materials & Supplies	\$26,706	\$2,500	\$27,307	\$0
Internal Services	\$95,393	\$1,881	\$82,304	\$504
Total GF/non-GF:	\$1,470,259	\$24,374	\$1,410,089	\$7,000
Program Total:	\$1,494,633		\$1,417,089	
Program FTE	10.00	0.00	9.00	0.00
Program Revenues				
Indirect for dep't Admin	\$1,414	\$0	\$364	\$0
Intergovernmental	\$0	\$17,374	\$0	\$0
Other / Miscellaneous	\$0	\$7,000	\$0	\$7,000
Total Revenue:	\$1,414	\$24,374	\$364	\$7,000

Explanation of Revenues

\$2000 - Donations to our Cold Case Unit
 \$5000 - Donations to the Kyron Horman Fund

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60066A, MCSO Detectives, INTERCEPT, Elder Abuse
 Cut 1.0 Office Assistant II position that performed administrative duties for the INTERCEPT program in order to get to constraint.

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$71,857. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Ned Walls

Executive Summary

This program provides for the investigation of crimes involving the sale, distribution, and manufacturing of dangerous drugs. The Special Investigations Unit is charged with the responsibility for enforcing state narcotics laws, prostitution activities, and assist with advanced surveillance of major criminal cases. The magnitude of each of these investigative areas requires that priorities be established to determine allocation of resources. Enforcement of narcotics laws is so important that first priority within the Special Investigations Unit will be narcotics investigations. Emphasis is placed on narcotics distributors who are suppliers to street level dealers, as well as suppliers to other distributors which are referred to as mid to upper mid level narcotics traffickers. Drug investigations will center on the drugs which are most abused in the Multnomah County. SIU is a local law enforcement resource for investigating and apprehending suspects involved in domestic and/or foreign Human Trafficking of children.

Program Description

The purpose of the Special Investigations Unit (SIU) is to investigate illegal drug activities in the Metro area, and other criminal activity as directed by the Sheriff. The unit conducts criminal investigations of street level illicit drug activity, up to and including the prosecution of federal narcotics crimes. Investigations often lead to Drug Trafficking Organizations (DTO's) that transport and eventually sell dangerous drugs for a profit. SIU investigations take them into areas considered hazardous to health and public safety. Investigations conducted by the SIU detectives have resulted in indictments and prosecutions in numerous meth lab cases. SIU coordinates clean up of drug labs. With the changing needs and priorities of our communities, SIU has modified its mission over the past several years to accommodate the significant impacts of Methamphetamine and other dangerous drugs infesting our neighborhoods, schools, recreational areas and work places. Statistics show that about 90% of all crime can be attributed to dangerous drugs in our community. The SIU program is partially funded through grants, revenues received from forfeitures and federal case funding.

SIU has the responsibility to proactively identify, investigate, prepare the required investigative reports, apprehend the suspect(s), prepare the case for a successful prosecution and testify in court in all cases dealing with illegal drugs and vice activities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	SIU drug cases	190	182	125	120
Outcome	Percent of SIU drug cases that are methamphetamine	41.0%	50.0%	60.0%	50.0%
Output	Number of searches	93	75	65	60
Outcome	Percent of searches resulting in an arrest	86.0%	99.0%	100.0%	99.0%

Performance Measure - Description

Data are compiled from an Excel database reported monthly.

The numbers of drug cases conducted are tied solely to the unit's manpower.

The number of searches are down because of: limited manpower, larger upper level dealer cases (less street level cases). Next Year Offers lower due to the reduction of a detective due to a grant running out.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$605,747	\$126,626	\$639,068	\$198,718
Contracts	\$0	\$8,431	\$0	\$45,674
Materials & Supplies	\$3,676	\$10,242	\$3,759	\$9,279
Internal Services	\$42,354	\$12,161	\$34,828	\$19,710
Total GF/non-GF:	\$651,777	\$157,460	\$677,655	\$273,381
Program Total:	\$809,237		\$951,036	
Program FTE	5.00	0.25	5.00	0.00
Program Revenues				
Indirect for dep't Admin	\$9,138	\$0	\$14,231	\$0
Fees, Permits & Charges	\$0	\$10,000	\$0	\$20,000
Intergovernmental	\$0	\$97,460	\$0	\$173,381
Other / Miscellaneous	\$0	\$50,000	\$0	\$80,000
Total Revenue:	\$9,138	\$157,460	\$14,231	\$273,381

Explanation of Revenues

Public Safety Fund:

\$40,000 - ROCN Reimbursement for Overtime

\$20,000 - Auto Auction Sales

\$80,000 - Civil Forfeitures

\$10,000 - Other Federal Forfeitures

Federal/State Fund:

\$30,000 - Federal Equitable Sharing Forfeitures

\$25,381 - JAG Meth Grant

\$8,000 - Marijuana Eradication Grant

\$60,000 - High Intensity Drug Trafficking Area (HIDTA) Grant

Significant Program Changes

Last year this program was: #60067A, MCSO Special Investigations Unit

Lead Agency: Sheriff

Program Contact: Ned Walls

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Since their inception in October 2007, the Multnomah County Sheriff's Office very successful Warrant Strike Team has served 2,438 warrants (as of February 2013). Excessive un-served warrants are a problem Multnomah County shares with many other jurisdictions and the primary cause of this problem is the lack of resources to arrest warrant subjects. Warrant backlogs keep wanted persons from being held accountable for their actions and threaten public safety. Four full-time deputies are currently assigned to the Warrant Strike Team. This program was originally purchased with a General Fund Contingency. This program is necessary to serve misdemeanor and felony warrants which benefits citizens by removing wanted subjects from our neighborhoods, preventing crime and associated costs to future victims and potential prosecutorial cost savings.

Program Description

The purpose of this program is to reduce the number of felony and misdemeanor warrant offenders that currently reside in Multnomah County. The Warrant Strike Team is responsible for arresting persons with felony and misdemeanor warrants issued by the courts to include warrants for Measure 11 offenses. In May of 2007, Multnomah County Commissioner Lisa Naito produced a "3 step action plan to address the excessive number of outstanding warrants in Multnomah County". This plan included funding for the addition of two deputies to the Multnomah County Sheriff's Office Law Enforcement Division in the creation of this program. Members of MCSO met with local police agencies and the Multnomah County District Attorney's Office to establish initial operating protocols to include the prioritization of warrants to be served by strike team deputies. After the initial implementation period, strike team members identified two areas necessitating a request for two additional deputies. The two areas identified were safety/inmate transport and the need to address the large number of individuals residing/visiting with "out of area" warrants. MCSO, the Board of Commissioners and District Attorney's Office sponsored an effort to fund two additional deputy sheriffs to the Warrant Strike Team.

The Multnomah County Sheriff's Office Warrant Strike Team is charged by the Multnomah County Board of Commissioners and the State of Oregon (ORS 206.010) to serve felony and misdemeanor warrants issued in Multnomah County, Oregon. The Warrant Strike Team operates in partnership with the Multnomah County District Attorney's office where the team's primary office is located. The Warrant Strike Team works closely with DA's office members to prioritize and manage the execution of specific warrants. This program has had a positive impact on the number of wanted persons arrested and number of attempt service of warrants which assists the DA's office in addressing "speedy trial" issues. The Warrant Strike Team is also helping to tackle the increasing number of out of compliance sex offenders in Multnomah County.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total warrant service attempts	1,248	1,150	1,160	1,200
Outcome	Total warrants served	487	400	350	420
Outcome	Total warrant arrests	419	375	345	400

Performance Measure - Description

Data compiled from an Excel database reported monthly.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$655,383	\$0	\$688,496	\$0
Contracts	\$2,611	\$0	\$2,670	\$0
Materials & Supplies	\$11,311	\$0	\$11,565	\$0
Internal Services	\$22,167	\$0	\$22,851	\$0
Capital Outlay	\$36,078	\$0	\$36,890	\$0
Total GF/non-GF:	\$727,550	\$0	\$762,472	\$0
Program Total:	\$727,550		\$762,472	
Program FTE	5.00	0.00	5.00	0.00
Program Revenues				
Intergovernmental	\$16,500	\$0	\$16,500	\$0
Total Revenue:	\$16,500	\$0	\$16,500	\$0

Explanation of Revenues

\$16,500 - Overtime Reimbursement for US Marshal Fugitive Task Force participation

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60068A, MCSO Warrant Strike Team

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$8,290. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Becky Child

Executive Summary

The citizens of Oregon have designated certain activities to be regulated to facilitate a safe and livable community. Through an alarm permitting program, burglar alarms are regulated to enhance police response alarms.

Program Description

The False Alarm Reduction Program regulates burglary and robbery alarms in unincorporated Multnomah County and through collaborative contracts with east Multnomah County cities. Alarm regulation increases the probability that police respond to a valid alarm, saving scarce Public Safety resources. False alarm penalties promote good equipment maintenance technology. False alarm response is a non-productive use of police time and resources. Current and valid permits as well as properly functioning alarms promote safety through quick response. Citizens using alarms partner with police to promote safety in their community.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of alarm events	2,447	2,500	2,500	2,500
Outcome	Number of false alarms dispatches completed	1,486	1,750	1,500	1,500
Output	Number of alarm permits issued	1,515	1,000	1,000	1,000
Output	Number of alarm renewed permits	4,950	6,000	6,000	6,000

Performance Measure - Description

The performance measures for the Alarms Unit are all generated out of SAP.

Legal/Contractual Obligation

Alarm permitting is mandated in Unincorporated by MCC 15.703 and contracts with the cities of Gresham, Troutdale, Fairview, Wood Village and Maywood Park.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$120,885	\$0	\$124,504
Contracts	\$0	\$145,637	\$0	\$58,485
Materials & Supplies	\$0	\$2,566	\$0	\$2,566
Internal Services	\$0	\$37,683	\$0	\$24,445
Total GF/non-GF:	\$0	\$306,771	\$0	\$210,000
Program Total:	\$306,771		\$210,000	
Program FTE	0.00	1.50	0.00	1.50
Program Revenues				
Indirect for dep't Admin	\$17,806	\$0	\$10,932	\$0
Fees, Permits & Charges	\$0	\$168,248	\$0	\$130,000
Other / Miscellaneous	\$0	\$138,523	\$0	\$80,000
Total Revenue:	\$17,806	\$306,771	\$10,932	\$210,000

Explanation of Revenues

\$10,000 - Alarms Late Fees
\$120,000 - Alarm Permits
\$80,000 - Alarm Fines

Significant Program Changes

Last year this program was: #60069, MCSO Alarm Program

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Becky Child

Executive Summary

The citizens of Oregon have designated certain activities to be regulated to facilitate a safe and livable community. The issuance of concealed handgun licenses ensures safe, appropriate, and legal carrying of concealed handguns.

Program Description

The Concealed Handgun Unit investigates applicants and issues concealed handgun licenses to those who meet the legal standards set by Oregon Statutes. The Unit monitors existing licenses and if needed revokes licenses for reason designated in the Oregon Statutes. The Concealed Handgun Unit processes renewal notifications on a monthly basis and responds to questions from the public regarding the application process and other handgun related issues. A secondary function of the Concealed Handgun Unit is the issuance of Expedited Court Access ID cards. These applications are processed using the existing Concealed Handgun software system. Expedited Court Access ID Cards are issued as a courtesy to people who regularly are needing access to the Multnomah County Courthouse for their employment.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	New/renew concealed handgun permit applications	5,066	5,000	6,713	6,500
Outcome	New/transfer/renewal concealed handgun permits issued	5,391	4,500	7,000	7,000
Outcome	New denials and valid concealed handgun permits revoked	222	150	335	300
Output	Number of Courthouse ID's issued	844	800	530	800

Performance Measure - Description

Performance Measures for the CHL Unit are mostly generated out of the PERMITS system which is the licensing computer system. New Applications received are hand tallied on a calendar.

Legal/Contractual Obligation

Concealed Handgun licensing is mandated by ORS 166.291-297.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$205,513	\$0	\$238,670
Contracts	\$0	\$30,000	\$0	\$40,000
Materials & Supplies	\$1,229	\$30,433	\$1,257	\$30,433
Internal Services	\$8,396	\$25,264	\$8,716	\$25,897
Total GF/non-GF:	\$9,625	\$291,210	\$9,973	\$335,000
Program Total:	\$300,835		\$344,973	
Program FTE	0.00	3.00	0.00	3.00
Program Revenues				
Indirect for dep't Admin	\$16,902	\$0	\$17,439	\$0
Fees, Permits & Charges	\$1,000	\$291,210	\$1,000	\$335,000
Intergovernmental	\$100,000	\$0	\$100,000	\$0
Total Revenue:	\$117,902	\$291,210	\$118,439	\$335,000

Explanation of Revenues

General Fund:

\$1000 - Facility Access Photo ID

\$100,000 - Facility Access Photo ID to Governmental Agencies

Public Safety Fund:

\$5000 - OLCC Fees

\$300,000 - Concealed Handgun Permit Fees

\$30,000 - Handgun Safety Class

Significant Program Changes

Last year this program was: #60070, MCSO Concealed Handgun Permits

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Monte Reiser

Executive Summary

This program supports the Sheriff's Office participation in the TriMet Transit Police. TriMet police officers are funded through TriMet to maintain a safe transit system.

Program Description

Transit police ensure a safe transit system by performing preventative patrol on TriMet's buses, trains and at TriMet's facilities, including the Portland Transit Mall. Deputies search for explosives and suspicious objects or behavior. TriMet transit police investigate crimes committed on TriMet property including those involving trespass and disorderly conduct. Transit deputies work in uniform and the unit has a plainclothes detail.

TriMet is a municipal corporation providing public transportation extensively throughout the three county Portland metro area. During fiscal year 2009, residents and visitors boarded a bus, MAX, or WES train 101.5 million times. TriMet carries more people per capita than any other comparable US transit system of similar size. TriMet's top priority is maintaining a safe transit system. Transit police deputies patrol TriMet vehicles and facilities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of calls for service	2,374	2,290	2,068	2,100
Outcome	Number of reported offenses for TriMet violations	5,737	5,328	5,566	5,500
Output	Number of TriMet exclusions	264	236	254	250

Performance Measure - Description

Calls for service data are from PPDS VCAD tactical inquiry.

Number of reported offenses for TriMet from PPDS tactical inquiry, offense "998."

Exclusion data are also from PPDS tactical inquiry, offense "9981."

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$741,052	\$0	\$784,639
Internal Services	\$0	\$62,026	\$0	\$60,966
Total GF/non-GF:	\$0	\$803,078	\$0	\$845,605
Program Total:	\$803,078		\$845,605	
Program FTE	0.00	6.00	0.00	6.00
Program Revenues				
Indirect for dep't Admin	\$46,612	\$0	\$44,018	\$0
Intergovernmental	\$0	\$803,078	\$0	\$845,605
Total Revenue:	\$46,612	\$803,078	\$44,018	\$845,605

Explanation of Revenues

\$845,605 - Tri-Met Contract for Transit Police Services.

Significant Program Changes

Last year this program was: #60071, MCSO TriMet Transit Police

Lead Agency: Sheriff

Program Contact: Ned Walls

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

MCSO, in partnership with the Department of Justice, the local U. S. Attorney, and other stakeholders, provides public awareness of human trafficking, identifies victims of severe trafficking, and assists victims who are willing to cooperate in the investigation of traffickers to obtain continued presence and/or a temporary visa.

Program Description

MCSO will develop training materials for officers and investigators to improve their identification of human trafficking victims. In addition to providing training to police officers, MCSO will also train its jail and court personnel to identify trafficking victims who may have been overlooked by police and other investigators. A key component of this training is the development of written protocols and resource manuals that enhance coordination and sharing of information and resources between law enforcement agencies and victims service providers. MCSO will develop protocols for resource referral and service provisions for U.S victims of human trafficking versus alien victims of trafficking. MCSO and its task force partners will define the role for its law enforcement and service provider partners in training others in the community, such as medical personnel, landlords, transportation industry personnel, fire marshals, code enforcement, health inspectors, and others to identify the signs of human trafficking. Since the passage of the Trafficking and Violence Protection Act of 2000, human trafficking continues to be a major concern in the Pacific Northwest. Oregon's character as a port of entry, the known intensity of human trafficking along the I-5 corridor, and its large agricultural industry, make Oregon a haven for coerced labor activity and sexual exploitation of individuals for commercial gain. The I-5 corridor is a known transport artery for not only illegal drugs, but also human trafficking, carrying victims from as far south as San Diego through Oregon to as far north as Vancouver, British Columbia. Local, state, and federal law enforcement have worked on over fifty sex trafficking cases of both domestic and international victims, a fraction of suspected activity in Oregon. Local law enforcement agencies, including MCSO, have also seen an increase in illegal drug dealing by persons who may have been coerced into drug dealing.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of investigations assigned	22	30	25	25
Outcome	Number of victims located	126	57	100	90
Output	Training hours re human trafficking provided to law enforcement and civilians	151	125	160	150

Performance Measure - Description

Data from hand counts of reports compiled by Deputy Bickford.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$37,736	\$88,049	\$132,923	\$0
Contracts	\$0	\$7,000	\$0	\$0
Materials & Supplies	\$0	\$17,941	\$0	\$0
Internal Services	\$0	\$9,457	\$0	\$0
Total GF/non-GF:	\$37,736	\$122,447	\$132,923	\$0
Program Total:	\$160,183		\$132,923	
Program FTE	0.30	0.70	1.00	0.00
Program Revenues				
Indirect for dep't Admin	\$7,107	\$0	\$0	\$0
Intergovernmental	\$0	\$122,447	\$0	\$0
Total Revenue:	\$7,107	\$122,447	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ **Significantly Changed**

Last year this program was: #60073, MCSO Human Trafficking Task Force

This program was previously funded 70% of a Human Trafficking Detective through a grant. The grant funding has been spent out and will be back-funded by General Funding.

Lead Agency: Sheriff

Program Contact: Ned Walls

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Metro serves Clackamas, Multnomah and Washington counties, and the 25 cities in the Portland metropolitan area. One of Metro's principle missions is to protect open space and parks. Within this mission, the MCSO Metro Services Unit consists of a detective who enforces disposal laws and Metro's rules and regulations for disposal and 2 Corrections Deputies that are in charge of two Inmate Work Crews assigned to cleaning up illegal dump sites.

Program Description

Through a contract with Metro, a regional government that serves Multnomah, Clackamas, and Washington counties, the Sheriff's Office provides one detective to combat illegal dumping. The Detectives in this unit have knowledge of applicable laws and ordinances and work to enforce these laws. This includes (but is not limited to): investigation and surveillance of companies that haul waste to determine if they are disposing of solid waste properly, investigation of incidents of illegal dumping, coordination of efforts to curtail problems and educate stakeholders with issues associated with solid waste, surveillance of chronic dump sites, and the coordination of the legal removal of chronic transient camps. Illegal dumping is a crime. Illegal dumping is a major problem that raises significant concerns with regard to safety, property values, and quality of life in our community. In addition, it is a major economic burden on local government, which is typically responsible for cleaning up dump sites. If not addressed, illegal dumps often attract more waste, potentially including hazardous wastes such as asbestos, household chemicals and paints, automotive fluids, and commercial or industrial wastes. Health risks associated with illegal dumping are significant. Metro protects open space and parks, plans for land use and transportation, and manages garbage disposal and recycling for 1.3 million residents in three counties and 25 cities in the Portland, Oregon, region. The MCSO Metro Services Unit combats illegal dumping.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number flow control and regulatory cases cited	15	15	15	12
Outcome	Dollar amount of flow control and regulatory penalties	2,379	12,500	4,000	3,750

Performance Measure - Description

Per Steve Kraten of METRO: The numbers are for the program as a whole and do not reflect the actions of any single individual. Numbers are for flow control cases only.

Data from METRO's internal case load manager.

Per Steve Kraten, "the most significant (but not readily quantifiable) outcome results from:

1. Bringing flow control violators back into the "system" so that they pay the fee's and taxes on solid waste.
2. Deterring others from violating flow control.

Change in METRO policy in collecting penalties from violators. Instead of building a case that goes back years, takes months to investigate, and incurs high fines, violators are now only fined for the load they are caught with, leading to a quicker response back into compliance and reduced fines.

Legal/Contractual Obligation

Contract with Metro.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$376,176	\$0	\$395,141
Contracts	\$0	\$1,200	\$0	\$1,200
Internal Services	\$0	\$31,586	\$0	\$30,796
Total GF/non-GF:	\$0	\$408,962	\$0	\$427,137
Program Total:	\$408,962		\$427,137	
Program FTE	0.00	3.00	0.00	3.00
Program Revenues				
Indirect for dep't Admin	\$23,737	\$0	\$22,235	\$0
Intergovernmental	\$0	\$408,962	\$0	\$427,137
Total Revenue:	\$23,737	\$408,962	\$22,235	\$427,137

Explanation of Revenues

\$427,137 - Metro Contract for Illegal Dump Investigations and Illegal Dump Clean-up. This pays for 1.0 Enforcement Deputy and 2.0 Work Crew Corr Deps.

Significant Program Changes

Last year this program was: #60074, MCSO Metro Services

Lead Agency: Sheriff

Program Contact: Ned Walls

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

Domestic Violence (DV) Victim Services & Coordination provides in-person services for 5,600 victims and children, management of grant-funded projects and coordination of multi-jurisdiction government and community responses. Research shows that these core services reduce re-assault of victims, and thus help to reduce violent crime in the county. This program offer funds a detective position as a member of the DV Enhanced Response Team.

Program Description

Multnomah County expends \$11 million in criminal justice costs (jail, prosecution and probation supervision) annually, and DV costs the community another \$10 million in lost wages, health care and other costs. Services funded in this offer include: centralized access and crisis response (24,600 calls); safe emergency shelter or motel vouchers (990 women and children); civil legal advocacy insuring safety after separation (2,800 victims); mobile advocacy and rent assistance (650 women and children); and culturally specific services for Latinas, Russians, African Americans, Native Americans, immigrants/refugees, and sexual minorities (800 women and children). Evidence-based practices include emergency shelters, which reduce re-assault by 50%, and civil legal services, which reduce DV homicides. This program offer also includes grant-funded projects that serve an additional 310 victims and children: services to increase long-term self-sufficiency; services for victims and their children involved in Child Welfare; and DV Enhanced Response Team (DVERT) which is a collaborative response to high risk offenders and their victims. DVERT has reduced recidivism of the high risk offenders in DVERT by 30% and increased victims' safety and their confidence in the criminal justice system. Coordination includes staffing the Family Violence Coordinating Council to provide a forum for collaborative efforts such as training, policy and program development and implementation, and system-wide problem-solving. The 43 member organizations represent the criminal justice system, victim services, health care, batterers intervention, elected officials and others. In addition, the offer supports the development of the Gateway one-stop victim center.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of victims and children served	276	450	300	300
Outcome	Total people served	386	500	500	450

Performance Measure - Description

Number served includes all clients and their children receiving in-person services provided by CGF, HUD or SHAP funds (ongoing funding).

Data from Multnomah County DVERT coordinator Becky Bangs.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$72,364	\$48,244	\$76,562	\$51,041
Total GF/non-GF:	\$72,364	\$48,244	\$76,562	\$51,041
Program Total:	\$120,608		\$127,603	
Program FTE	0.60	0.40	0.60	0.40
Program Revenues				
Intergovernmental	\$0	\$48,244	\$0	\$51,041
Total Revenue:	\$0	\$48,244	\$0	\$51,041

Explanation of Revenues

\$51,041 - 40% of Detective paid for by Domestic Violence Grant.

Significant Program Changes

Last year this program was: #60076, MCSO Domestic Violence Enhanced Response Team

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: Monte Reiser

Executive Summary

MCSO protects citizens residing and/or recreating in unincorporated Multnomah County, including Corbett, by responding to emergencies, patrolling neighborhoods, performing traffic safety duties and providing education. The Corbett Community Resource Deputy assists the community with emergency preparedness, safety education, and perform general liaison work on behalf of MCSO.

This Community Resource Deputy coordinates and manages the Corbett Volunteer Citizen Patrol. This project increases safety and livability of the Columbia River Gorge.

Program Description

MCSO provides 24/7 public safety coverage for the residents living in the unincorporated areas of Multnomah County, including Corbett. Deputies are first responders to any emergency requiring an immediate response. Working with schools, businesses and neighborhood associations, deputies seek to understand community needs and using problem solving skills to assess, investigate, and intervene in criminal and gang related activities. Criminal intervention sometimes results in disruption of the family unit and deputies use social service providers to help stabilize children and families through housing, health, and mental health services. Traffic safety through education and intervention provides safe streets to access commerce and recreation opportunities of the community. This program coordinates the execution of these responsibilities for the Corbett community. A visible public safety system is a critical factor to citizens feeling safe at home, school, work, and play. Evidence through the Bureau of Justice Administration studies shows that community policing is a proven and historical strategy to community safety.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of community meetings attended by CRO	144	144	144	144
Outcome	Number of incidents Corbett	541	590	608	600

Performance Measure - Description

Assumes CRO attendance at three meetings per week or 12/month. The position of Corbett Community Resource Office began in October 2008.

Data are from the CRO monthly reports.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$125,785	\$0	\$132,923	\$0
Materials & Supplies	\$4,893	\$0	\$5,003	\$0
Total GF/non-GF:	\$130,678	\$0	\$137,926	\$0
Program Total:	\$130,678		\$137,926	
Program FTE	1.00	0.00	1.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues**Significant Program Changes**

Last year this program was: #60077, MCSO Corbett Community Resource Deputy

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: Monte Reiser

Executive Summary

The Logistics Unit manages the Sheriff's Office fleet operations. This includes procurement and installation of electronic technology for fleet vehicles. This unit oversees maintenance and building modifications for the Sheriff's Office. Additional responsibilities are equipping personnel, processing evidence seized, and controlling agency communication needs.

Program Description

The Logistics Fleet Section is responsible for the acquisition, repair, and maintenance of approximately 180 vehicles, utilizing a variety of vendors including coordination with the County Shops. The Logistics' Evidence Section is responsible for the safe keeping of evidence and the public's property and then returning property to the rightful owner; the unit returns approximately \$25,000 in unclaimed cash to the General Fund annually. Along with the Fleet and Property duties, Logistics ensures that equipment, supplies and uniform needs are met for Public Safety personnel so that they can, then, perform their duties and tasks at an optimal level. They also coordinate radio template upgrades, activation and deletion of Mobile Data Computers & 800 MHz radios with COMNET, a necessary part of the emergency communications within the Portland Metro area. Logistics is an integral support for both the Law Enforcement and Corrections operational functions in the Sheriff's Office. Functions such as fleet, radio and evidence handling are critical to operations.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of evidence exhibits received, processed and bar-coded	11,144	10,450	11,400	12,000
Outcome	Number of cases closed and disposed	2,800	2,700	3,000	3,500
Output	Number of uniform requisitions/invoices reconciled	758	650	900	900

Performance Measure - Description

"Number of evidence exhibits received, processed and bar-coded" and "Number of cases closed and disposed" data from the internal evidence database.

Data provided by LPT Tom Mitchell, LE Evidence Room Tech. Tom also maintains a separate spread sheet as a check and balance on U drive.

"Number of uniform requisitions/invoices reconciled" data from an internal database. Paid invoices or reconciled invoices are pulled from SAP. Data are provided by LPT Cory Reyes.

The current FY estimate is based on the current trend and factoring in the number of prospective new hires.

The number of uniform requisitions will not equal the same number of invoices as one requisition often turns into multiple invoices due to items being backordered.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$401,088	\$0	\$436,189	\$0
Contracts	\$1,109	\$0	\$1,134	\$0
Materials & Supplies	\$10,456	\$0	\$10,646	\$0
Internal Services	\$645,843	\$0	\$696,723	\$0
Total GF/non-GF:	\$1,058,496	\$0	\$1,144,692	\$0
Program Total:	\$1,058,496		\$1,144,692	
Program FTE	4.00	0.00	4.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ **Significantly Changed**

Last year this program was: #60078, MCSO Logistics Unit

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$375. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:
Program Characteristics:

Program Contact: David Rader

Executive Summary

Auxiliary Services support Corrections and Law Enforcement staff, arrestees, pre-trial inmates, sentenced offenders, other agencies and the public. The Auxiliary Services Unit is responsible for the MCSO Warehouse operation, receiving/distribution, purchasing, and contracts and requisitions for inmate commissary.

Program Description

A Buyer facilitates the purchase of items in an expeditious and cost effective manner, while working with Central Purchasing as needed. Receiving/distribution of items is routed through the Warehouse. Deliveries to nine MCSO facilities are required daily or bi-weekly. Purchasing, warehousing and receiving/distribution functions ensure that items utilized by MCSO are procured in a fiscally responsible manner and with the safety and security of staff and inmates as the highest priority.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total dollar value of purchase orders placed	3,469,139	3,450,000	1,617,427	1,500,000
Outcome	Total number of delivery stops made	2,969	2,900	2,670	2,700

Performance Measure - Description

"Total dollar value of purchase orders placed" from SAP, data provided by Gwen Tyler.

"Total number of delivery stops made" from internal daily/monthly spreadsheet data provided by EPT Sam Hill.

NOTE: The total dollar value of items purchased was reduced by approximately 46% as a result in limited end-of-year big ticket items purchases as in the past i.e. commercial dryer systems for the MCSO Laundry plant etc..and because of new controls within MCSO in terms of what can be purchased without executive approval.

Legal/Contractual Obligation

Oregon Jail Standards:

Commissary: G03.01.00, G03.01.01, G03.02.00, G03.02.01, G03.02.02, G03.02.03, G03.02.04, G03.03.00, G03.03.01, G03.03.02

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$819,544	\$0	\$853,014	\$0
Contracts	\$555	\$0	\$567	\$0
Materials & Supplies	\$14,804	\$0	\$18,027	\$0
Internal Services	\$129,144	\$0	\$117,321	\$0
Total GF/non-GF:	\$964,047	\$0	\$988,929	\$0
Program Total:	\$964,047		\$988,929	
Program FTE	7.77	0.00	7.77	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60079, MCSO Procurement & Warehouse

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$4,996. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff
Program Offer Type: Existing Operating
Related Programs:
Program Characteristics:

Program Contact: David Rader

Executive Summary

Auxiliary Services support Corrections and Law Enforcement staff, arrestees, pre-trial inmates, sentenced offenders, other agencies and the public. The Auxiliary Services Unit is responsible for inmate property and laundry. Services provided to inmates include storage of personal property/clothing/funds, laundry distribution and sewing services.

Program Description

Secure storage of inmate property/clothing/funds starts with accurate verification of all items inventoried at booking on a 24/7 basis. Additional property responsibilities include bail checks, property and money releases and preparation of all out-of-county transports through MCSO facilities. Clean laundry and linen products are provided to inmates bi-weekly. Sewing services are provided to mend and prolong the life of inmate jail clothing and alterations to staff uniforms. Property staff ensures inmates' personal possessions are stored in a secure and respectful manner and that all funds associated with an inmate are accounted for.

The Property Unit interacts with the US Marshal's, Immigration and Customs Enforcement (ICE), the Northwest Shuttle System, all Oregon counties, attorneys, Courts and the public.

Laundry ensures that inmates are provided with clean clothing/linen and inmates learn job skills by working in the laundry. Laundry services are also provided to Juvenile Detention and Traditional Project's Warming Center.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Pounds of clean laundry processed for inmates	1,108,370	1,100,000	1,255,336	1,200,000
Outcome	Total paid claims regarding lost/missing inmate property	6	5	2	3
Outcome	Total bookings/releases processed by Property	73,157	71,500	75,000	72,500

Performance Measure - Description

"Pounds of clean laundry processed for inmates" data from an internal daily spreadsheet that is maintained on the MCSO shared drive. Data provided by EPT Kim Stidum.

"Total paid claims regarding lost/missing inmate property" data provided by Farrell & Associates.

"Total booking/releases processed by Property" data from Planning and Research, Mobius Report 703 (bookings) and Cognos query 'Releases 010107 Forward.imr' (releases). Data from SWIS.

NOTE: The increase in total laundry poundage is strictly driven by the average daily inmate population. In addition, this number is also affected by our Service Level Agreements with JDH and the Warming Centers, their population and how long the Warming Center operates based on current weather conditions.

Legal/Contractual Obligation

Revised Statutes: Property: 133.455, 169.076 Laundry: 169.076, 169.077 Property/laundry services are mandated and must be provided regardless of number of inmates incarcerated. Oregon Jail Standards

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$1,868,907	\$0	\$1,846,303	\$0
Contracts	\$1,000	\$0	\$523	\$0
Materials & Supplies	\$130,135	\$0	\$133,565	\$0
Internal Services	\$233,188	\$0	\$226,663	\$0
Total GF/non-GF:	\$2,233,230	\$0	\$2,207,054	\$0
Program Total:	\$2,233,230		\$2,207,054	
Program FTE	19.00	0.00	19.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

✔ Significantly Changed

Last year this program was: #60080, MCSO Property & Laundry

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$81,496. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.

Lead Agency: Sheriff

Program Contact: David Rader

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

The Inmate Welfare Fund (IWF), overseen by Sheriff's Command Staff and civilian members, provides services to arrestees, pretrial inmates and sentenced offenders including banking, commissary and phone service. Through the profits of commissary items, telephone usage and other sources, IWF provides direct services and products that otherwise might not be funded for the benefit of the inmates. The Commissary Unit is a self-sustaining program which draws no revenue from either the IWF or the General Fund.

Program Description

The IWF trust fund provides an in-house banking system that enables inmates to safely deposit funds and utilize these funds for numerous purposes, including, but not limited to the purchase of commissary items. The revenues from commissary and other services provide revenue to the IWF, which in turn allows the IWF to offer additional services including chaplains, recreational items, and tools for social and educational development and assisting inmates who are indigent. The IWF is fully funded by profits from the inmates, for the inmates. Commissary, which is part of the IWF, successfully provides culturally compatible products to inmates at competitive pricing. Furthermore, these profits pay for the jail chaplaincy program which meets prisoner needs regarding religious expression and legal requirements, and contributes to housing tranquility.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Total number of commissary orders filled for inmates	53,984	52,000	75,000	70,000
Outcome	Total dollars of commissary sales	699,001	662,000	754,020	700,000

Performance Measure - Description

Data from the Inmate Accounting System (SWIS).

NOTE: The increase in total commissary orders placed is based on the average daily inmate population and the percentage of inmates with funds vs. indigent inmates. The total dollar of commissary sales has increased because of the types of new and better food products that have been added to the commissary list and the introduction of microwaves within the worker dorms at MCIJ.

Legal/Contractual Obligation

Charter 6.50(1)
 Operational Procedures 06.106.010 – 06.106.088

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2013	2013	2014	2014
Program Expenses				
Personnel	\$0	\$326,603	\$0	\$340,608
Contracts	\$0	\$1,024	\$0	\$1,024
Materials & Supplies	\$0	\$317,555	\$0	\$356,859
Internal Services	\$0	\$56,156	\$0	\$59,347
Total GF/non-GF:	\$0	\$701,338	\$0	\$757,838
Program Total:	\$701,338		\$757,838	
Program FTE	0.00	3.73	0.00	3.73
Program Revenues				
Indirect for dep't Admin	\$40,707	\$0	\$43,986	\$0
Fees, Permits & Charges	\$0	\$701,338	\$0	\$757,838
Total Revenue:	\$40,707	\$701,338	\$43,986	\$757,838

Explanation of Revenues

\$757,838 - Commissary Sales to Inmates

Significant Program Changes

Last year this program was: #60081, MCSO Commissary

Lead Agency: Sheriff

Program Contact: Ned Walls

Program Offer Type: Existing Operating

Related Programs:

Program Characteristics:

Executive Summary

This program provides for the continued participation of the Sheriff's Office in the East Metro Gang Enforcement Team (EMGET). East Multnomah County and the cities therein have experienced a significant increase in crime, much of which can be attributed to a parallel increase in gang-related activity. The overall community has felt this in the form of increased violent crime (threats, physical assaults, stabbings, shootings, and homicides); high levels of property crimes, high levels of "quality of life" crimes (such as drugs, prostitution / human trafficking, and vandalism); a heightened community fear of crime and the criminal gang element; which all have significant negative impacts to the actual and perceived safety and security of area residents and business, but also contributes to an overall decline in the quality of life and community perception of self-worth.

Program Description

MCSO participates in the interagency East Metro Gang Enforcement Team (EMGET). No individual law enforcement agency can adequately respond to this unique threat to life, property, and quality of life that has no jurisdictional bounds. As a result, we have banded together with partner East County law enforcement agencies to seek grants; improve interagency and interdisciplinary communications; coordinate field efforts, records, and information databases; empower residents and businesses to present a united front to counter gang activity; work in close cooperation with social services to address the issues that led persons into gangs and in preventative measures for those at risk for joining gangs; and collectively working with specifically assigned members of the District Attorney's Office to prosecute the gang involved criminal conduct. All these collective efforts are to identify gang members; reduce actual and feared gang related criminal activity; empower the community to unite against gang activities and influence; and provide enhanced and focused law enforcement efforts to reduce actual and feared gang related criminal activity.

In areas east of 162nd Avenue, the EMGET provides focused investigative assets towards gang related violent and other high impact neighborhood crimes; conducts proactive measures to prevent gang related crimes and activities; provides expertise to regular field staff and the community in gang issues; and collaborates with other criminal justice partners, social services, and neighborhoods to identify gang related issues and solve gang related problems. Criminal Justice partners include but are not limited to the Transit Police Detail, Portland Police Bureau, area School Resource Officers, Gresham Police Department, Fairview Police Department, Multnomah County Sheriff's Office, Multnomah County Department of Community Justice, Troutdale Police Department, and the US Marshall's Service. The deputy on EMGET is part of a close knit collaborative team also comprised of Police Officers from the cities of Troutdale, Fairview, and Gresham. The EMGET uses a multitude of high and low tech tools and techniques such as surveillance, plain clothes personnel, traffic stops, and subject stops to identify gang members, gather intelligence, document criminal activity, and detect and apprehend persons conducting or wanted for criminal acts.

Presentations are made in high schools, middle schools, and community and business groups in regards to deterring gang involvement, gang involved activities, united strategies for dealing with gang related activities, and lessening the actual or perceived level of gang related crimes in order to empower the students, community members, and businesses. The EMGET also works with the Oregon Department of Justice to document confirmed gang members in a statewide database.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of cases referred to DA for prosecution	101	125	55	105
Outcome	Number of weapons seized	22	30	20	30

Performance Measure - Description

Data from EMGET, Gresham Police Administrative Assistant Rachel Miller - 503-618-2253. Current Year Estimate decreased due to Troutdale Police pulling out of the Team and the assigned deputy being off on workman comp for much of the FY. Only one team of two was working.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$246,538	\$0	\$260,525
Internal Services	\$0	\$21,153	\$0	\$20,242
Total GF/non-GF:	\$0	\$267,691	\$0	\$280,767
Program Total:	\$267,691		\$280,767	
Program FTE	0.00	2.00	0.00	2.00
Program Revenues				
Indirect for dep't Admin	\$15,507	\$0	\$14,615	\$0
Intergovernmental	\$0	\$267,691	\$0	\$280,767
Total Revenue:	\$15,507	\$267,691	\$14,615	\$280,767

Explanation of Revenues

\$280,767 - Oregon Youth Authority Grant funding two (2.0) FTE Deputies assigned to the East County Gang Enforcement Task Force.

Significant Program Changes

Last year this program was: #60084, MCSO Gang Enforcement Deputy

Lead Agency: Sheriff
Program Offer Type: Innovative/New Program
Related Programs:

Program Contact: Monte Reiser

Program Characteristics: One-Time-Only Request

Executive Summary

Annually, the Multnomah County Sheriff's Office Search and Rescue Unit (SAR) experiences a high volume call workload from May through September in the late afternoon and early evening hours. Typically, a tourist hiker that has gone for a day hike at one of the many trailheads in the Columbia River Gorge National Scenic Area and, due to reduced daylight, has become disoriented which may result in injury or death. The MCSO "Green Hornet Trail Rescue Team" mission will be to decrease the Search and Rescue response times to missing and endangered person's calls at or near Columbia River Gorge trail locations.

Program Description

MCSO currently has members who are physically fit endurance athletes who are experienced with hiking, trail running, map reading, etc. By providing SAR training and necessary equipment, this program will significantly decrease SAR response call times and increase the opportunity to locate the lost and possibly injured persons much faster resulting in reduced overtime expense to MCSO (SAR related overtime averages approximately \$100,000 per year). Six team members can provide preventative and proactive law enforcement/education functions during trailhead heavy use days, further reducing search incidents and impacting high incidents of property crime at these locations. This program offer is for start-up costs for this team to include training, equipment and overtime.

An additional written project proposal is available upon request.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of searches for lost/missing hikers conducted	0	0	0	20
Outcome	Percentage of searches resulting in a found/rescued person	0.0%	0.0%	0.0%	90.0%
Output	Number of people provided hiking safety information	0	0	0	50

Performance Measure - Description

In FY 2011, MCSO had 36 land-based Search and Rescue service calls in the Columbia River Gorge. Data are from the Search and Rescue coordinator.

Legal/Contractual Obligation

Oregon Revised Statutes Chapter 404 - County sheriff's search and rescue authority and obligations

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$0	\$0	\$5,081	\$0
Materials & Supplies	\$0	\$0	\$10,000	\$0
Total GF/non-GF:	\$0	\$0	\$15,081	\$0
Program Total:	\$0		\$15,081	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues**Significant Program Changes**✔ **Significantly Changed**

Last year this program was:
New Program Offer.

At the FY 14 budget adoption hearing, the Board approved an amendment that provided on the first quarter (\$748,014) of General Fund overtime in the Sheriff's Office adopted budget. The overtime for the remaining three quarters of the year (\$2,244,042) was placed in General Fund contingency. This action reduced this program's requested overtime funds by \$4,919. These funds will be appropriated quarterly through budget modifications with the expectation of a quarterly report by the Sheriff's Office in front of the Board on issues surrounding overtime, hiring and retirements.