



Multnomah County Code: Chapter 3 – Board of Commissioners

BUDGET ADVISORY COMMITTEES

§ 3.300 - § 3.306

§ 3.300 Purpose

Current Code Language:

The Board finds that there is a need for the following:

- (A) Community involvement in the development of the county budget;
- (B) Community advocacy of budget proposals; and
- (C) Better means of informing communities concerning county budget problems, processes and proposals.

Proposed Updated Code Language:

Community Budget Advisory Committees (CBACs) add valuable insight and expertise to the development of the County budget including providing feedback directly from the communities they represent.

The Board finds that there is a need for the following:

- (A) Strengthen community involvement in the County's allocation of budget resources;*
- (B) Invite community reflection of budget proposals; adding insight, expertise and perspective on the needs and priorities of the community for budget development.*
- (C) Provide a means of informing the community about the county budget; its commitments, resources, and policies and the relationship to the community members it serves.*
- (D) Deepen the public's understanding of County departments and the relationship between those departments and the people/communities they serve and the needs of the individuals who access the services*
- (E) To provide recommendations to departments regarding fiscal goals and priorities.*

§ 3.301 COMMITTEES ESTABLISHED

Current Code Language:

Community Budget Advisory Committees are established for the Department of County Human Services, the Department of Community Services, the Department of County Management, the Department of County Assets, the Department of Community Justice, the Health Department, the Library, the Sheriff, the District Attorney, and the county non-departmental programs. The Library Board functions as the Library Community Budget Advisory Committee. The Community

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Budget Advisory Committees advise the Board and county officials. Community Budget Advisory Committees will actively participate in county budget development and review, give advice on policy considerations, and participate in operational and strategic planning.

Proposed Updated Code Language:

CBACs are established for each county department. The CBACs advise department leaders, finance managers, staff, and the County board of commissioners. Community Budget Advisory Committees participate in department level budget review and may evaluate and make recommendations on financial considerations, or participate in operational and strategic planning.

§ 3.302 MEMBERSHIP.

Current Code Language:

(A) Generally. Except as provided by MCC § 3.301, each Community Budget Advisory Committee will be composed of seven members appointed by the Chair upon the approval of the Board.

(B) Preference will be provided to individuals who live or work in the county or have a demonstrated connection to Multnomah County.

(C) Term. The term of appointment for CBAC members is three years and commences upon appointment. A member's appointment may be rescinded before the end of the three year term by: Board vote, or by the OCI Director with review and approval of the Chief Diversity & Equity Officer or designee, or by vote of their CBAC with the ratification of that vote by the OCI Director. No member can serve more than two consecutive three year terms within any seven year period.

Proposed Updated Code Language:

(A) Generally. Except as provided by MCC § 3.301, each Community Budget Advisory Committee will be composed of seven members appointed by the Chair upon the approval of the Board.

(B) Preference will be provided to individuals who live or work in the county. Additionally, CBAC Membership will be comprised of:

- 1. Individuals or groups most impacted by the department budget.*
- 2. A geographically broad representation of county residents.*
- 3. Individuals representative of diverse racial, ethnic, gender, ability and age groups.*

(C) Term. The term of appointment for CBAC members is three years and commences upon appointment. A member's appointment may be rescinded before the end of the three year term by: Board vote, or by the OCI Director with review and approval of the Chief Diversity & Equity Officer or designee, or by vote of their CBAC with the ratification of that vote by the OCI Director. No member can serve more than two consecutive three year terms within any seven year period.

§ 3.303 CONFLICT OF INTEREST.

Current Code Language:

Any member of a Community Budget Advisory Committee who has monetary or investment interest in any matter before their Community Budget Advisory Committee will so inform the membership of the Committee. County employees will not be eligible for membership on a Community Budget Advisory Committee.

Proposed Updated Code Language:

Any member of a Community Budget Advisory Committee who has monetary or investment interest in any matter before their Community Budget Advisory Committee will inform their respective CBAC staff.

County employees will not be eligible for membership on a Community Budget Advisory Committee.

§ 3.304 COMPENSATION.

Current Code Language:

Members will receive no compensation for serving on a Community Budget Advisory Committee.

Proposed Updated Code Language:

Members may receive support, or compensation in alignment with Multnomah County policy.

§ 3.305 DUTIES.

Current Code Language:

(A) Each Community Budget Advisory Committee will elect its own chair by the second meeting in each fiscal year.

(B) All meetings will be held in accordance with the Oregon Open Meetings Law.

(C) Each Community Budget Advisory Committee will take minutes of its meetings. Each Community Budget Advisory Committee will meet the requirements of the Oregon Public Records Law.

(D) Each department director, the District Attorney, and the Sheriff will be responsible to assign technical and clerical support for Community Budget Advisory Committees. The non-departmental Community Budget Advisory Committee will receive technical and clerical support from the Office of Community Involvement.

(E) The chair of each Community Budget Advisory Committee will report the findings of the Community Budget Advisory Committee to the Chair, the elected officials or department directors, and to the Office of Community Involvement by the dates designated in the budget processes, and to the Board

Proposed Updated Code Language:

(A) To gain an understanding of the County department, its commitments, resources, relevant contracts and financial structure and the relationship between those issues and the community; the people and services.

B) To provide recommendations to department leaders regarding budget goals, priorities and impacts reflecting the interests and needs of their community.

(C) All meetings will be held in accordance with the Oregon Open Meetings Law; (dates, times, and location of meetings will be posted).

(D) Each Department will record or take meeting minutes, and maintain those records, to meet the requirements of the Oregon Public Records Law.

(E) Each department director, the District Attorney, and the Sheriff will be responsible to assign technical and clerical support for Community Budget Advisory Committees. The non-departmental Community Budget Advisory Committee will receive technical and clerical support from the Office of Community Involvement.

(F) Each Community Budget Advisory Committee will provide a written report of their findings to department leadership, elected officials, the Chair, and the public during the budget hearing process in accordance with the CBAC calendar. This report will be forwarded to the Office of Community Involvement prior to submission for review.

(G) The Office of Community Involvement will provide training, technical assistance and support to department staff assigned to coordinate their respective Community Budget Advisory Committee.

(H) The Office of Community Involvement will coordinate annual CBAC orientation and training for community members about the CBAC program; county administrative rules, code and relevant state laws.

§ 3.306 CENTRAL COMMUNITY BUDGET ADVISORY COMMITTEE.

(A) Each Community Budget Advisory Committee selects one of its members to serve on the Central Community Budget Advisory Committee.

(B) Appointments to the Central Community Budget Advisory Committee are for one year.

(C) The Central Community Budget Advisory Committee will elect a chair from its membership.

(D) The Central Community Budget Advisory Committee is charged with making county-wide recommendations to the Chair, the Board and the public, that may cross departmental lines and affect one or more departments.

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(E) The Central Community Budget Advisory Committee receives technical assistance and clerical support from the Office of Community Involvement.