

W.C.D.

Agenda Cover Memorandum

Agenda Date: August 27, 2003

To: Lane County Board of Commissioners

Department: Board of County Commissioners

Presented By: Bill Van Vactor, County Administrator

Agenda Item Title: ORDER/In the Matter of Authorizing the County Administrator to Execute 1) an Intergovernmental Agreement with the Cities of Eugene and Springfield and 2) a contract for the Procurement of a System Analyst Services Not to Exceed \$105,000 for the Public Safety Coordinating Council

I. MOTION:

MOVE APPROVAL to authorize the County Administrator to execute the intergovernmental agreement, and contract with or hire a system analyst as directed by the Public Safety Coordinating Council.

II. ISSUE OR PROBLEM

The Public Safety Coordinating Council's final task force vision was that with this reduced-in-size Public Safety Coordinating Council, the PSCC would operate with two staff resources. The first would be an entity responsible for convening the PSCC meetings, now quarterly rather than monthly. Presumably that work will be performed by County Administration. At this time, it is anticipated that it will be performed predominately by the person who replaces Zoe in the vacant administrative assistant position in County Administration.

Secondly, the task force report called for the hiring of a system analyst with the work plan and responsibilities to be determined by the Public Safety Coordinating Council. In informal discussions with the City of Eugene and the City of Springfield, they have both indicated a willingness to contribute \$35,000 for one year's work depending upon what the work plan provides. A similar amount of money is available in the County Administration budget for a total of \$105,000. It is anticipated that there would be two committees directed by the PSCC, an adult public safety committee, and a juvenile committee. It is also anticipated that special purpose taskforces such as the one that has been working on the failure to appear issue will be reconvened. The vision is that a lot

of the day-to-day work of these committees would be performed by the responsible departments, i.e. for the adult committee, Public Safety; Health and Human Services; and, with regard to the juvenile committee, the Department of Youth Services. However, it is also anticipated that the reconstituted PSCC will want analytical work. It is for this purpose, that the intergovernmental agreement would be executed and a subsequent agreement would be executed on behalf of the PSCC hiring the system analyst.

It is anticipated that in collaboration with the departments of Public Safety, Health and Human Services, and Youth Services, County Administration will create potential staffing models for the PSCC to consider. These will include but not be limited to using county staff to do the analytical work, contracting with another governmental entity such as one of the partner agencies or Lane Council of Governments, or using an independent contractor. County Administration is looking to a high level of leadership from the PSCC on the work plan and nature of the system analyst services because the Final Task Force Report was so firm that it would be the PSCC that would decide the work plan and the staffing model.

When we convene the initial PSCC meeting, there are at least four major agenda items. The first would be to appoint PSCC officers, i.e. chair and vice chair. The second would be to appoint the adult and juvenile committees, third would be to reconvene/reappoint the Failure to Appear task force, and the fourth would be to begin the development of a work plan for the system analyst and staffing options for the PSCC.

A. Alternatives/Options

1. Approve the Order authorizing execution of the Intergovernmental Agreement with the cities and subsequent execution of a contract or hire a person to perform system analyst work.
2. Approve only the intergovernmental agreement at this time; wait to see the PSCC work plan before committing Lane County to contract for or hire a system analyst.
3. Modify either of the recommendations as deemed appropriate by the Board of County Commissioners.
4. Reject the order and develop an alternative method for implementing work plan of the Public Safety Coordinating Council.

B. Recommendation

1. Alternative 1.

III. IMPLEMENTATION/FOLLOW-UP

Upon approval, County Administration will draft an intergovernmental agreement and circulate it to the cities for their approval. A work plan and process for procuring system analyst work will not be completed until the PSCC signs off on the specific item.

IV. ATTACHMENTS

Board Order Authorizing Execution

IN THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY OREGON

ORDER NO.) **IN THE MATTER OF AUTHORIZING THE**
) **COUNTY ADMINISTER TO EXECUTE 1) AN**
) **INTERGOVERNMENTAL AGREEMENT**
) **WITH THE CITIES OF EUGENE AND**
) **SPRINGFIELD AND 2) A CONTRACT FOR**
) **THE PROCUREMENT OF SYSTEM**
) **ANALYST SERVICES NOT TO**
) **EXCEED \$105,000 FOR THE PUBLIC**
) **SAFETY COORDINATING COUNCIL**

WHEREAS, the Public Safety Coordinating Council's final task force vision included reducing the size of the Public Safety Coordinating Council and operating with two staff resources, and

WHEREAS, the task force report called for the hiring of a system analyst with the work plan and responsibilities to be determined by the Public Safety Coordinating Council, and

WHEREAS, the City of Eugene and the City of Springfield have both indicated a willingness to contribute \$35,000 for one year's work, depending upon what the work plan provides. A similar amount of money is available in the County Administration budget for a total of \$105,000, and

WHEREAS, the task force final report would disband existing committees and create two functional standing committees, an adult public safety committee, and a juvenile committee, and

WHEREAS, it is anticipated that the reconstituted Public Safety Coordinating Council will want analytical work performed. It is for this purpose, that the intergovernmental agreement would be executed and a subsequent agreement would be executed on behalf of the Public Safety Coordinating Council for hiring the system analyst.

NOW THEREFORE IT IS ORDERED that the Lane County Board of Commissioners delegate authority to the County Administrator to Execute the Intergovernmental Agreement, and Contract with or hire a System Analyst as Directed by the Public Safety Coordinating Council.

DATED this ____ day of August 2003.

APPROVED AS TO FORM

Date 8/14/03 Lane County

Peter Sorenson
OFFICE OF LEGAL COUNSEL

Peter Sorenson, Chair
Lane County Board of Commissioners