

W. 8. C.

AGENDA DATE: September 23, 2009
TO: Board of County Commissioners
DEPARTMENT: County Administration
PRESENTED BY: Christine Moody, Sr. Management Analyst
AGENDA ITEM TITLE: REPORT/DISCUSSION: Update on County College Fall, 2009 and RESOLUTION/ORDER transferring \$2,700 from the General Fund Operational Contingency to Materials & Services within County Administration General Fund for County College expenditures.

I. MOTION

MOVE approval transferring \$2,700 from the General Fund Operational Contingency to Materials & Services within County Administration General fund for County College expenditures.

II. AGENDA ITEM SUMMARY

The purpose of this item is to update the Board on the final plans for County College for Fall, 2009. The course began Thursday, September 17, 2009 and will run through November 19, 2009. It consists of 10 classes of approximately 3 hours in length and is free to Lane County residents. County College is a highly interactive program and participants get the chance to be part of unique activities and informative sessions each week. They'll also tour County facilities, providing a hands-on experience in County government operations.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

The Board previously received information on County College at the August 19, 2009, board meeting.

At that meeting, it was requested that the Board of Commissioners provide financial support to County College in the amount of \$2,700. Initial discussion indicated support for this idea but a decision needs to be made on where the funds will come from. More information on this is found in the Financial and/or Resource Considerations section below.

Since the original County College discussion, applications have been received and the initial class attendees have been accepted.

Thirty-six (36) applications were received prior to the September 4, 2009, application deadline. After that date, a few additional applications were received and individuals continue to call about the course.

The nature of the classes & tours can only accommodate 30 class members. A small committee met and reviewed all of the applications. Following the background checks and the committee review, a class of 30 were selected. Everyone who applied for the course has been notified as to whether or not they were accepted. Those who did not get in to this initial class were encouraged to get involved with the County in other ways and to apply again in the event we continue offering the course each year.

B. Policy Issues

No new policy issues, as this is in response to existing Board Goals.

C. Board Goals

The Board of Commissioners adopted Lane County Goals in Board Order 08-8-19-2, one of which was the following:

C. *Build public trust through intensive communication and engagement.*

The County College project directly supports this goal and will help Lane County “define ourselves, tell our story, show how County government is relevant.”

D. Financial and/or Resource Considerations

A specific budget was not developed for County College in the FY 09-10 budget process.

The direct expenses are estimated at \$2,700 and are detailed below:

Advertising - \$1,700 estimate

This put two display ads in each the following newspapers: Register Guard, Springfield Times, West Lane & Tri-County News, Siuslaw News, Cottage Grove Sentinel, Creswell Chronicle, Dead Mountain Echo, McKenzie River Reflections, and Eugene Weekly.

Printing Costs & Materials - \$300 estimate

This is for name tags, posters, applications, etc. Each participant will also receive a binder & a pen as well as copies of any printouts and possibly a

few other small items. They will also receive a graduation certificate, which will be presented to them if they attend at least 8 of the 10 sessions. Graduation will be planned before the Board of Commissions in mid-December.

Snacks & Beverages - \$350 estimate

While many of the academies researched chose to serve a full dinner to the participants, for this first County College we propose to serve just snacks and beverages during a break mid-way through the class. The snacks offered will be both sweets and healthy snacks. Beverage will likely consist of water and perhaps coffee.

Background Checks - \$350 estimate

For the safety of the participants and due to the nature of some of the tours into areas of the public safety system, a simple background check will be run on all successful applicants. The cost is \$10 per check and approximately 33 applications were checked.

A request is made to use either part of the Board of Commissioner's Outreach funds granted in the FY 09-10 budget process, or part of the General Expense \$25,000 contingency which is historically used for various small projects such as this throughout the year. If the contingency option is chosen, a Board Order will be written by budget staff and put on the consent calendar for a future date.

E. Analysis

Additional detail on the demographics of the attendees of County College may be obtained throughout the course however a few initial things are known based on the applications:

The breakdown of the attendees by district, based on the address they gave on their application, is as follows:

Springfield: 6
West Lane: 9
North Eugene: 2
South Eugene: 7
East Lane: 6

While there are a few individuals who have taken other Lane County related classes available to them such as the Master Recyclers, CERT or Public Safety Citizen Academies, the majority do not appear to have much prior experience with the County and state that wanting to become more involved in their community and learning more about how the County operates

enticed them to apply for this course.

The employment background of the group is fairly diverse. Some of the examples include a couple general contractors, an insurance agent, an employee in Assessment & Taxation, Certified Medical Assistant, a couple former military officers, a couple College instructors/Professors, a Central Service Technician for a surgery center, Hair Stylist, Director of Governmental and Community Relations at LCC, a Parts Manager, Electrician, one of our courthouse volunteers, a former White House Press Office employee, and a recent college graduate, etc. Several applicants mention being retired and/or done raising their families, while other appear to be beginning or in the middle of their careers. It is expected that this variety of participants will add an additional depth to the class, beyond what can be taught, as they interact with each other and share personal experiences.

F. Alternatives/Options

1. Approve the transfer of \$2,700 from the General Fund Operational Contingency to pay for County College related expenditures;
2. Allocate \$2,700 come from the Board of Commissioners Community Outreach funds which were appropriated in County Administration Fund 124 through the FY 09-10 budget process.

V. TIMING/IMPLEMENTATION

The course will run through November 20, 2009. A Graduation ceremony for those applicants who attend at least 8 of the 10 courses will be held in early December before the Board of Commissioners. A report on the outcomes achieved through the College will also be presented to the Board of Commissioners in the future.

VI. RECOMMENDATION

Option 1.

VII. FOLLOW-UP

A Graduation Ceremony for participants attending at least 8 of the 10 sessions will occur before the Board of Commissioners in early to mid-December, 2009.

VII. ATTACHMENTS

A. Resolution & Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

RESOLUTION) IN THE MATTER OF TRANSFERRING
AND ORDER) \$2,700 FROM THE GENERAL FUND
09-9-23-____) OPERATIONAL CONTINGENCY TO
) MATERIALS & SERVICES WITHIN
) COUNTY ADMINISTRATION GENERAL
) FUND FOR COUNTY COLLEGE
) EXPENSES

WHEREAS, Lane County is holding its first County College from September 17, 2009 to November 20, 2009 and it is a highly interactive program where participants get the chance to be part of activities and informative sessions each week including tours and hands-on experience in County government operations;

WHEREAS, County College directly support the Board of Commissioners Lane County Goals previously adopted in Board Order 08-8-19-2, specifically: ***C. Build public trust through intensive communication and engagement;***

WHEREAS, expenses for County College are estimated to be \$2,700 for advertising, printing and class materials, snacks and beverages, and background check expenses and the Board of Commissioners desires to financially support this project.

IT IS HEREBY RESOLVED AND ORDERED that \$2,700 be transferred from the General Fund Operational Contingency to Materials & Services within County Administration and that these fund be used for County College Expenses for the Fall, 2009 course.

APPROVED this ____ day of September, 2009.

Pete Sorenson, Chair
Lane County Board of Commissioners