

## IMPACT STATEMENT

**Legislation title:** \*Authorize contract with Matrix Consulting Group, Ltd. for consulting services to conduct a study to recommend staffing levels for the Bureau of Emergency Communications for a total not-to-exceed amount of \$76,000. (Ordinance)

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**Presenter name:** Lisa Turley, BOEC Director

**Purpose of proposed legislation and background information:**

The purpose of this legislation is to authorize a contract with Matrix Consulting Group for consulting services to conduct a study to recommend staffing levels for the Bureau of Emergency Communications for a total not-to-exceed amount of \$76,000. (Ordinance)

In the FY 2016-2017 Bureau of Emergency Communications (BOEC) budget request submitted in February 2016, Director Turley requested additional staff to meet the growing demands from both the public and partner agencies of an already overburdened 911 center. In the adopted budget voted on in June 2016, City Council directed BOEC to conduct a study to comprehensively review its long term staffing requirements as well as operations, including: training, scheduling, ongoing education, and quality control. City Council also directed that the study should assist the bureau in developing strategies and action plans, incorporating the latest trends in the industry to carry out its mission, and be completed in time for the FY 2017-18 budget process.

The results of this study will assist the Bureau of Emergency Communications and City Council to project future bureau staffing and budget needs.

**Financial and budgetary impacts:**

The funds for this study already exist in the Bureau of Emergency Communication's budget. No additional funds will be needed. This legislation will result in a new contract that will authorize a study to review the Bureau's operations and recommend future staffing levels.

The M/W/ESB participation in this contract is Public Safety Communications. Sufficient funding resides in Fund 202000; functional area PSOP000000000GS 911 Operations; BOEC Cost Center ECOP000001 Operations; Account 521100 Consulting.

**Community impacts and community involvement:**

The study authorized by this contract will review bureau operations and recommend staffing levels to optimize services for Portlanders who rely on the services the Bureau of Emergency Communications provides.

**Budgetary Impact Worksheet****Does this action change appropriations?**☐ **YES:** Please complete the information below.☒ **NO:** Skip this section

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount