

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Valentine Hellman	2. Telephone No. 503.823.2055	3. Bureau/Office/Dept. Emergency Management
4a. To be filed (date): February 15, 2012	4b. Calendar (Check One) Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>	5. Date Submitted to Commissioner's office and FPD Budget Analyst: February 9, 2012
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed

1) Legislation Title:

*Amend contract with Resolutions Northwest in the amount of \$3,675 to provide additional mediation services. (Ordinance; amend Contract No. 30002352)

2) Purpose of the Proposed Legislation:

PBEM and Portland Fire & Rescue (PF&R) coordinate the NET (Neighborhood Emergency Teams) program. NET members are residents trained by PBEM and PF&R to provide emergency disaster assistance within their own neighborhoods. NET members receive basic training (Community Emergency Response Team) on how to save lives and property until the professionals can arrive. They have the skills to help their neighbors without getting hurt themselves.

PBEM's original estimates of how much time this would take and how much work was to be involved turned out to be inadequate. After initial meetings with NET members, Resolutions Northwest determined that much more time and effort would be required.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

- | | | | |
|--|--|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East |
| <input type="checkbox"/> Central City | <input type="checkbox"/> Internal City Government Services | | |

FINANCIAL IMPACT**4) Revenue:** Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source.

This legislation should not affect revenue to the City.

5) Expense: What are the costs to the City related to this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future years. If the action is related to a grant or contract please include the local contribution

or match required. If there is a project estimate, please identify the **level of confidence**.)
This legislation will cost the City \$3,675 which is coming from PBEM's general fund.

6) Staffing Requirements:

- Will any positions be created, eliminated or re-classified in the current year as a result of this legislation? (If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)
- Will positions be created or eliminated in future years as a result of this legislation?

Staffing will not be affected by this legislation.

(Complete the following section only if an amendment to the budget is proposed.)

7) Change in Appropriations (If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)

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

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

☒ YES: Please proceed to Question #9.

☐ NO: Please, explain why below; and proceed to Question #10.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?

This legislation will help continue the mediation process between members of the NET program – which is itself a community program.

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?

NET members initially requested the mediation.

c) How did public involvement shape the outcome of this Council item?

NET members initially requested the mediation, and due to the extent of the work required to mediate, this Council item is required.

d) Who designed and implemented the public involvement related to this Council item?

The NET members themselves initially requested the mediation.

e) Primary contact for more information on this public involvement process (name, title, phone, email):

Carmen Merlo, Director of PBEM, 503.823.4375, carmen.merlo@portlandoregon.gov

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

This amendment should fund the remainder of the mediation required for this contract – there should be no need for further public involvement.

Carmen Merlo, Director



BUREAU DIRECTOR (Typed name and signature)



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Sam Adams, Mayor
Carmen Merlo, Director

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INTEROFFICE MEMORANDUM

DATE: 2/8/2012

TO: Mayor Sam Adams

FROM: Carmen Merlo, Director *CM*
Bureau of Emergency Management

RE: *Amend contract with Resolutions Northwest in the amount of \$3,675 to provide additional mediation and consultant services. (Ordinance; amend Contract No. 30002352)

1. INTENDED THURSDAY FILING DATE: 2/9/2012
2. REQUESTED COUNCIL AGENDA DATE: 2/15/2012
3. CONTACT NAME & NUMBER: Valentine Hellman, 503.823.2055
4. PLACE ON: ☐ CONSENT ☒ REGULAR
5. BUDGET IMPACT STATEMENT ATTACHED: ☒ Y ☐ N ☐ N/A
6. ORIGINAL COPY OF AMENDMENT APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED: ☒ Yes ☐ No ☐ N/A

7. BACKGROUND/ANALYSIS

PBEM and Portland Fire & Rescue (PF&R) coordinate the NET (Neighborhood Emergency Teams) program. NET members are residents trained by PBEM and PF&R to provide emergency disaster assistance within their neighborhoods. NET members receive basic training (Community Emergency Response Team) on how to save lives and property until emergency responders can arrive. They have the skills to help their neighbors without getting hurt themselves.

Ongoing dissatisfaction about the program and interpersonal conflict among NET members prompted a need for mediation and consultant services. After case development, interviews with NET members and program administrators, Resolutions Northwest will develop recommendations for how to improve NET leadership, governance and process, communications and relationship with PBEM.

PBEM's original estimates of how much time this would take and how much work was to be involved turned out to be inadequate. After initial meetings with NET members, Resolutions Northwest determined that much more time and effort would be required.

8. FINANCIAL IMPACT

See Financial Impact Statement.

9. RECOMMENDATION/ACTION REQUESTED

PBEM recommends that Council authorize Amendment No 1 to Contract 30002352 with Resolutions Northwest to provide additional mediation services for \$3,675.