

APPROVED
Date 5-26-93

MINUTES OF THE METRO COUNCIL FINANCE COMMITTEE

February 10, 1993

Council Chamber

Committee Members Present: Rod Monroe (Chair), Roger Buchanan,
Jon Kvistad, George Van Bergen

Councilors Also Present: Susan McLain, Mike Gates

Committee Members Excused: Richard Devlin

Chair Monroe called the regular meeting to order at 4:03 p.m.

1. Consideration of November 5, 1992 and January 7, 1993
Finance Committee Minutes

Motion: Councilor Van Bergen moved to approved the November 5,
1992 and January 7, 1993 Finance Committee meeting
minutes.

Vote: Councilors Buchanan, Kvistad, Van Bergen and Monroe
voted aye.

The vote was unanimous and the motion passed.

2. Resolution No. 93-1751, For the Purpose of Approving the
Execution an Intergovernmental Agreement with Multnomah
County in Order to Comply with OR-OSHA's Bloodborne
Pathogen Rules

Scott Moss, Risk Manager, presented the staff report, and said approval of the proposed resolution would enable Metro to meet OSHA regulations concerning the development and administration of a Bloodborne Pathogen exposure control plan. He said OSHA regulations require employers have a written plan, provide training and Hepatitis B vaccinations at no cost to employees, as well as postexposure evaluation and follow-up in the event of an exposure or concern. Mr. Moss noted cost of the vaccinations was approximately \$100 per shot.

In response to Councilor Kvistad, Mr. Moss indicated the total cost impact of \$20,000 would be funded from individual departments training budgets.

In response to Councilor Van Bergen, Mr. Moss said the program would not require blood testing, and he said an employee of a particular religious persuasion could, upon completion of the form from OSHA, elect not to take the shots.

(Continued)

In response to Councilor McLain, Mr. Moss said this OSHA requirement became effective January 1, 1992.

In response to Chair Monroe, Mr. Moss indicated the \$20,000 funding would come from FY 1992-93 budget, and noted there was a series of three shots with the last shot occurring in FY 1993-94.

Motion: Councilor Kvistad moved to recommend Resolution 93-1751 to the full Council for adoption.

Vote: Councilors Buchanan, Kvistad, Van Bergen and Monroe voted aye.

The vote was unanimous and the motion passed.

3. Review of Metro Contracting Code and Procedures

Neil Saling, Director of Regional Facilities, presented the staff report, and referenced Contract Procedures, Chapter 2.04 of the Metro Code. This document has been made part of the permanent meeting record. He noted the provisions in the Metro Code did not apply to the Metro E-R Commission, and said based on a decision of the Metro Council, the MERC had their own program based City of Portland procedures.

Mr. Saling noted Regional Facilities initiated 502 contracts during FY 1992 for a face value of \$27.6 million, of which 274 contracts were amended for a face value of \$3.2 million, and said 158 purchase orders, which were considered contracts if over \$2500, were executed for just under \$1 million, a total of approximately \$32 million in contracting.

Mr. Saling discussed procurement procedures and staffing levels.

The Committee as a whole discussed the role of the Committee in oversight of contracts, and noted interest in areas of over expenditures, delayed, extended, enhanced, expired contracts, and those of specific constituent interest in particular.

Mr. Saling noted the Metro Council served as the contract review board for both Metro and the MERC.

The Committee and staff discussed submission of contracts at budget time, and lists of A or B contracts.

Staff noted that when and RFP or RFB required change through addendum, the Department was required to notify the Committee, but not necessarily wait for approval, but said for change orders and scope of work changes, it was necessary for the Council to take

action. Mr. Saling noted technical changes were the responsibility of the Executive Officer.

Councilor McLain supported the contract A/B designations, and said she would like to see the system maintained.

Mr. Saling said he thought the system was terrible at first, but noted he would not want to do away with it now.

In response to Chair Van Bergen, Mr. Saling said he would ask Dan Cooper, General Counsel, to follow up regarding a lease agreement for the Metro Center at 2000 S.W. First Ave.

The Committee as a whole continued discussion of a process for review of contract modifications.

4. Report on Five Year Financial Plan for Regional Facilities Department Programs Under Finance Committee Purview

Mr. Saling presented the staff report, and referenced the Regional Facilities Department Five Year Plan Report. This document has been made part of the permanent meeting record.

In response to Councilor Kvistad, Mr. Saling said the major programs in the Department were the new Metro headquarters, continuation of the St. Johns Landfill closure, the End of the Oregon Trail project and Rossman's Landfill. He clarified a construction coordinator was utilized from the Regional Facilities Department for the landfill projects. He noted the Expo Center capital improvements program had the potential of utilization of Department staff as well, and noted an audio system in the Convention Center was also a possibility in the works.

5. Finance and Management Information Department: Five Year Financial Plan Report

Jennifer Sims, Finance and Management Information Director, presented the staff report. She noted the loss of the Coliseum presented a minor impact, and noted the Multnomah County Parks Program would be coming before the Committee in the near future. The Committee and Staff discussed the roles of Washington and Clackamas Counties and funding impacts. Councilor Van Bergen noted the program should be revenue neutral.

The Committee and staff discussed the question of whether or not the Expo Center would provide revenue for Metro.

The Committee and staff discussed computer networking and computer systems.

The Committee and staff discussed the funding impact of raising the excise tax.

6. Finance and Management Information Department: Quarterly Report / Second Quarter

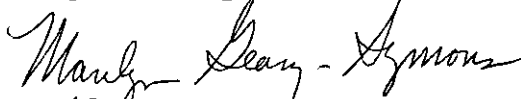
Ms. Sims presented the report, and the Committee as a whole briefly discussed the report.

7. Discussion of FY 1993-94 Budget Committee Process and Schedule

Donald E. Carlson, Council Administrator, reviewed the FY 1993-94 Budget Process and Schedule with the Finance Committee. The Committee as a whole discussed the schedule for the FY 1993-94 Budget Committee meetings. Mr. Carlson explained the Tax Supervisory Conservation Commission would review the Metro budget after final adoption at the May 6 Metro Council meeting to certify the document as meeting the requirements of Oregon budget law.

There being no further business, the meeting adjourned at 6:55 p.m.

Respectfully submitted,



Marilyn Geary-Symons
Committee Recorder