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AGENDA COVER MEMO

AGENDA DATE: February 16, 2011

TO: Board of County Commissioners

DEPARTMENT: Youth Services

PRESENTED BY: Lynne Schroeder, Assistant Department Director

AGENDA TITLE: IN THE MATTER OF AUTHORIZATION TO SUBMIT THREE ASSISTANCE APPLICATIONS FOR TITLE II FUNDS FROM THE FOREST SERVICE AND BUREAU OF LAND MANAGEMENT FOR THE DEPARTMENT OF YOUTH SERVICES FY 10-11 AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE REQUIRED AGREEMENT DOCUMENTS

I. MOTION

Move to give approval to the Department of Youth Services to apply for Federal Financial Assistance Applications for Title II funds for FY 10-11, and to authorize the County Administrator to sign the required applications.

II. ISSUE OR PROBLEM

The Forest Service and Bureau of Land Management have certain procedural steps for the disbursement of Title II funds. It starts with an initial application and presentation to Resource Advisory Committees (RAC)s. Following project approval RACs, Lane County must submit an Application for Federal Assistance. An authorized representative must sign these applications. The Department of Youth Services has received project approval from:

- Eugene BLM for \$143,750 (\$120,750 for Youth Services operations and \$23,000 for BLM project costs.)
- Rogue-Umpqua National Forest for \$20,000
- Willamette National Forest for \$84,500

Youth Services now needs to submit the Applications for Federal Assistance and have those applications signed by the County Administrator so that the funds can be utilized for Juvenile Forest Work Team projects.

III. DISCUSSION

A. Background/Analysis

Title II funds are being used to fund the Department of Youth Services Juvenile

Forest Work Crew operations. This partnership began in 2001 and continues to be of mutual benefit to the National Forests, community, and youth and families that are served at Youth Services. These projects utilize the labor of juvenile offenders while simultaneously training them to acquire valuable job skills. The work performed enhances public lands, improves habitat and reduces risk of wildfires. Juvenile workers are paid to be on crews and have the ability to pay restitution to the victims of their crimes.

Lane County requested funds from three RACs within Lane County for Title II funds and those requests have been approved. The Federal Assistance Application is a procedural step required before Lane County can receive payments. The Board has granted approval for the prior years FY03-FY10 under Board Orders 04-3-31-6, 05-3-16-6, 06-3-15-11, 07-5-23-10, 08-5-14-14, and 10-6-16-6.

B. Alternatives/Options

1. Make approval for Youth Services to complete applications for Title II funds and authorize the County Administrator to sign the resulting documents in order to continue to operate the juvenile work crews as planned.
2. Do not make approval for Youth Services to apply for Title II funds and close the juvenile work crew program.

C. Recommendation

To approve #1 above and move to adopt the order.

IV. IMPLEMENTATION

Upon Board action, the Lane County Department of Youth Services will apply for the Title II funds. If awards are received, they will be signed by the County Administrator and the programs continued.

V. ATTACHMENTS

Board Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER: IN THE MATTER OF AUTHORIZATION TO SUBMIT THREE ASSISTANCE APPLICATIONS FOR TITLE II FUNDS FROM THE FOREST SERVICE AND BUREAU OF LAND MANAGEMENT FOR THE DEPARTMENT OF YOUTH SERVICES FY 10-11 AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE REQUIRED AGREEMENT DOCUMENTS.

WHEREAS, the U.S. Forest Service and the Bureau of Land Management have established procurement procedures for the award of Title II funds; and

WHEREAS, authorized signatures are required to apply for and receive these funds; and

WHEREAS, three projects were approved by three different Resource Advisory Committees to provide Title II funds for the Juvenile Forest Work Team; and

WHEREAS, Boards approval is required for awards over \$100,000 and one of the three approved projects exceeds this amount; and

WHEREAS, the Board has previously approved similar signing authority for federal assistance agreements under Title II in FY03-FY10 under Board Orders 04-3-31-6, 05-3-16-6, 06-3-15-11, 07-5-23-10, 08-5-14-14, and 10-6-16-6:

NOW, THEREFORE, it is hereby ordered:

- 1) The Board approves Youth Services to apply for the Federal Financial Assistance Award from the Eugene Bureau of Land Management in Title II funds for the Department of Youth Services Juvenile Forest Work Team;
- 2) The Board approves Youth Services to apply for the Federal Financial Assistance Award from the Rogue/Umpqua National Forest and from the Willamette National Forest Title II funds for the Department of Youth Services Juvenile Forest Work Team; and
- 3) Authorize the County Administrator to sign any resulting awards.

DATED this _____ day of February, 2011.

Faye Stewart, Chair
Board of County Commissioners

Management Solutions Proposal for Services to Lane County Government

February 7, 2011

Lane County has asked Management Solutions to submit a letter proposal for consulting services. The purpose of the work is to investigate the timing and methodology to enhance decision-making/goal-setting by the Board of County Commissioners. Management Solutions is pleased to offer this proposal.

Methodology

Stan Biles will personally conduct all work on this project. Using one-on-one interviews of Commissioners, other county elected officials and appropriate staff I will evaluate the state of current relationships. I will assess the likelihood of successful goal-setting work in the short, medium, and long terms. I will seek out sources of tension and determine the basis for any tension and the level of tension.

I will determine whether a goal-setting session in the short-term has an acceptable probability of success. If so, I will propose a goal-setting methodology for the county's consideration.

Schedule

This work can be completed before March 7 if I can gain access to all participants during the next three weeks. I can begin interviews this week, as early as schedules allow.

Cost

I will bill at the rate of \$195.00/ hour. Mileage will be billed at .50/mile. Meals will be reimbursed at whatever per diem is used by county employees. Total cost will not exceed \$5,000.00 without advance written approval by Liane Richardson.

Final Deliverable

I will present my findings and recommendations to Liane Richardson in an oral report.

Media relations

All media inquiries on this project will be handled by Liane Richardson.

Stan Biles, Management Solutions