

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

07-10-24-8

IN THE MATTER OF AMENDING CHAPTER 3 OF LANE MANUAL TO CREATE THE LANE COUNTY COMMISSION FOR THE ADVANCEMENT OF HUMAN RIGHTS (LCCAHR) AND ELIMINATING THE HUMAN RIGHTS ADVISORY COMMITTEE (LM 3.540)

WHEREAS, the County Administrator was directed to evaluate and bring back a recommendation to the Board regarding the Human Rights Advisory Committee and its role, duties, reporting relationship and staffing, and

WHEREAS, a task force was appointed and convened by the County Administrator to provide him with recommendations as to the future of the Human Rights Advisory committee, and

WHEREAS, the task force has recommended a refocused effort regarding human rights through the establishment of a commission that has a higher profile with the County government, achieved partly through a different makeup and a methodology of appointment, and

WHEREAS, the task force recommendations endorsed by the County Administrator are contained in the attached changes to the Lane Manual, and

WHEREAS, the Board of County Commissioners concurs with a refocused effort through establishment of a higher profile commission, now, therefore,

The Board of County Commissioners of Lane County orders as follows:

Lane Manual Chapter 3 is hereby amended by removing, substituting and adding the following section:

REMOVE THIS SECTION

Table of Lane County Committees as located on pages 3-35 through 3-36 (a total of 2 pages)

3.540 as located on page 3-41 (a total of 1 page)

INSERT THIS SECTION


Table of Lane County Committees as located on pages 3-35 through 3-36 (a total of 2 pages)

3.540 as located on pages 3-41 through 3-42 (a total of 2 pages)

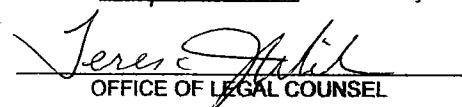
Said section is attached hereto and incorporated herein by reference. The purpose of this substitution and addition is to create the Lane County Commission for the Advancement of Human Rights, and to update the committees table (LM 3.540). And it is further

ORDERED that the Human Rights Advisory Committee be eliminated and the members be released from further service, with the thanks and appreciation for the services they have delivered to Lane County.

Adopted this 24th day of October 2007.



Chair, Lane County Board of Commissioners



OFFICE OF LEGAL COUNSEL

- (b) Membership.
- (i) Two members of the Board of Commissioners.
 - (ii) Three department directors (or designees), representative of the largest users of the services of the Department of Information Services.
 - (iii) One department director not included in (ii) above.
 - (iv) The Director of the Department of Information Services.
 - (v) The County Administrator.
- (c) Other Non-Voting Participants.
- (i) Interested department managers. Computer Services Managers with the consent of the committee. *(Revised by Order No. 01-10-31-4; Effective 10.31.01; 03-11-12-6, 11.12.03; 07-5-23-2, 5.23.07)*

LANE COUNTY COMMITTEES
MANDATED ADVISORY COMMITTEES

<u>Committee</u>	<u>Responsible Department</u>	<u>Mandate</u>	<u>LM#</u>
1. Building Appeals and Advisory Board	PW/LMD	UBC 105	3.520
2. Commission on Children and Families	C&F	ORS 417.760	3.521
3. Public Safety Coordinating Council	CAO	ORS 423.560	3.522
4. Community Mental Health Advisory Committee	H&HS	ORS 430.342 ORS 430. 630(8) OAR 309-14-020(2)	3.524
5. Farm Review Board	A&T	ORS 308A.095	3.526
6. Historic Resources Committee (Lane County)	PW/LMD	Goal 5	3.528
7. Community Action Advisory Committee	H&HS	ORS 458.505	3.530
8. Community Health Centers Advisory Council	H&HS	Section 330 of the Public Health Service Act	3.534

NONMANDATED ADVISORY COMMITTEES

9. Community Health Advisory Committee	H&HS		3.538
10. Lane County Commission for the Advancement of Human Rights	CAO		3.540
11. Law Library Advisory Committee	Legal Counsel		3.542
12. Parks Advisory Committee	PW/Parks		3.544
13. Resource Recovery Advisory Committee	PW/W. Mgmt.		3.546

3.520	Lane Manual		3.520
14.	Roads Advisory Committee	PW	3.548
15.	Rural Community Improvement Council	CAO	3.549
16.	Tourism Council (Lane County)	PW/Parks	3.550
17.	Vegetation Management Committee	PW	3.552

MANDATED SPECIAL COMMITTEES/BOARDS

18.	Board of Property Tax Appeals	MS	ORS 309.020	3.554
19.	Budget Committee	MS	ORS 294.336	3.556
20.	Fair Board (Lane County)	FAIR BOARD	ORS 565.210	3.558
21.	Metropolitan Wastewater Service District Budget Committee	CAO	ORS 294.336	3.560
22.	Planning Commission	PW/LMD	ORS 215.030	3.510

LANE COUNTY COMMITTEES/MULTI-JURISDICTIONAL COMMITTEES

23.	Eugene-Springfield Metropolitan Partnership Board of Directors	City of Eugene		3.566
24.	Human Services Committee	H&HS		3.568
25.	Lane Workforce Partnership Advisory Committee	WFP	20 CFR 628.410; ORS 258A.458	3.570
26.	Metropolitan Wastewater Management Commission	City of Eugene		3.572

OTHER APPOINTED COMMITTEES

27.	Elected Officials Compensation Board	MS		3.600
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(Revised by Order No. 00-8-16-1; Effective 8.17.00)

ADVISORY COMMITTEES/MANDATED COMMITTEES

3.520 Building Appeals & Advisory Board.

Advises on building construction, suitability of alternate materials, methods of construction, and provides interpretations of building code. Serves as Board of Appeals in connection with administration of Structural and Mechanical Specialty Codes and Fire and Life Safety Regulations, Plumbing Specialty Code and Uniform Code for the Abatement of Dangerous Buildings.

STAFFING: Land Management Division

MEETS: As needed

MANDATED: UBC 105

MEMBERSHIP: (7) Consists of representatives of the building construction industry.

TERM: 4 years, ending June 30 *(Revised by Order No. 00-8-16-1; Effective 8.17.00)*

NONMANDATED

MEMBERSHIP: (12) Consists of seven at-large representatives and five members from the health professions including physicians, dentists, nutritionists and health educators.

TERM: 4 years, ending August 31 (*Revised by Order No. 00-8-16-1; Effective 8.17.00*)

3.540 Lane County Commission for the Advancement of Human Rights (LCCAHR).

The protection of human rights is a primary responsibility of the County, based on the inalienable rights and inherent worth of all people. In light of that recognition, the LCCAHR shall:

Advise the Board of County Commissioners on the status of civil and human rights in the County, and provide the Board of County Commissioners and County departments community input and feedback regarding human rights and affirmative action; provide community education and outreach concerning human rights programs within Lane County; recommend, support, and assist in development of programs and seminars on human rights, cultural diversity, equal opportunity, and affirmative action; develop and publicize a system to assist persons in seeking resolution of harassment and discrimination complaints and recommend appropriate action; recommend policies and actions to improve access to County services and employment opportunities, and for overcoming cultural, linguistic and physical barriers which limit accessibility; provide an annual report to the Board of County Commissioners on the progress and condition of human rights in Lane County (including past activities, future goals and the number, type, and resolution of complaints); hold at least three (3) Commission meetings outside the Eugene/Springfield area utilizing city council meetings, community forums, and joint meetings with the Commissioner of the District in which the meetings are held; develop a work plan annually for the upcoming year; affirm, encourage, and promote programs and services designed to effectuate the spirit and intent of laws prohibiting discrimination and that recognize and value the cultural diversity of Lane County.

The LCCAHR may take positions on human rights issues as a commission and speak to the public solely on behalf of the LCCAHR. The members shall not take positions on behalf of the County without prior written approval. Positions can be distinguished by a clarifying comment on all written statements and a signature by the chair. Unless approved by the Board, positions taken by LCCAHR do not necessarily reflect the views or positions of the County or the Board of Commissioners. All such written statements must be copied to County Counsel.

STAFFING: County Administration, with collaborations with the Human Resources Department, and Department of Children and Families. The Board recognizes that dedicated staff is necessary to support the LCCAHR, track and report on complaints, act as liaison within the County organization, oversee grant writing, monitoring, and interns, and otherwise assist and provide administrative support to the LCCAHR.

MEETS: Monthly, with Commissioners attending commission meetings held in their district. In any case, one (1) Commissioner liaison should attend all commission meetings. Video-conferencing should be made available as possible to ensure county-wide involvement.

NONMANDATED

MEMBERSHIP: (11): Consists of 11 members comprised of five (5) commissioner appointees and six (6) at-large appointees, selected based on the criteria listed below and after a careful screening process involving applications and reference checking.

For Commissioner appointees: After requesting nominees from within their respective districts to city officials, including mayors and other community members, each County Commissioner appoints one member to represent the Commissioner's district, with that appointee residing within the Commissioner's district whenever possible. Each Commissioner appointee is expected to report back to the appointing Commissioner to help keep lines of communication open between the Board and the LCCAHR.

Criteria for all appointments:

- (a) Agreement with the mission of the LCCAHR
- (b) Ability to attend the meetings
- (c) Experience and expertise in human rights and/or community relations
- (d) Group process and conflict resolution training, skills and experience
- (e) Special sensitivity to marginalized groups
- (f) Preference given to candidates who represent minority communities, protected classes or other groups subject to human rights abuses

Associate Members (non-voting) should be recruited to increase representation from as many groups as possible.

No more than two (2) County employees may serve on the Commission.

TERM: Up to 4 years, from date of appointment. All Commissioners serve at the will of the Board and may be removed.

(Revised by Order No. 00-8-16-1, Effective 8.17.00; 02-8-28-15, 8.28.02; 05-10-12-3, 10.12.05; 06-11-29-4, 11.29.06)

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 Bold indicates material being added
 Strikethrough indicates material being deleted
 3.520 Lane Manual

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 3.520

- (b) Membership.
- (i) Two members of the Board of Commissioners.
 - (ii) Three department directors (or designees), representative of the largest users of the services of the Department of Information Services.
 - (iii) One department director not included in (ii) above.
 - (iv) The Director of the Department of Information Services.
 - (v) The County Administrator.
- (c) Other Non-Voting Participants.
- (i) Interested department managers. Computer Services Managers with the consent of the committee. *(Revised by Order No. 01-10-31-4; Effective 10.31.01; 03-11-12-6, 11.12.03; 07-5-23-2, 5.23.07)*

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5. Farm Review Board	A&T	ORS 308A.095	3.526
6. Historic Resources Committee (Lane County)	PW/LMD	Goal 5	3.528
7. Community Action Advisory Committee	H&HS	ORS 184.802458.505	3.530
8. Public Welfare Board (Lane County)(Inactive) Community Health Centers Advisory Council	H&HS	ORS 411.145 Section 330 of the Public Health Service Act	3.534

NONMANDATED ADVISORY COMMITTEES

9. Community Health Advisory Committee	H&HS		3.538
10. Human Rights Advisory Committee Lane County Commission for the Advancement of Human Rights	MSCAO		3.540
11. Law Library Advisory Committee	Legal Counsel		3.542

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3.520	Lane Manual		3.520
12.	Parks Advisory Committee	PW/Parks	3.544
13.	Resource Recovery Advisory Committee	PW/W. Mgmt.	3.546
14.	Roads Advisory Committee	PW	3.548
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24.	Human Services Committee	H&HS		3.568
25.	Lane Workforce Partnership Advisory Committee	WFP	Workforce Investment Act of 1998 20 CFR 628.410; ORS 258A.458	3.570
26.	Metropolitan Wastewater Management Commission	MS City of Eugene		3.572

OTHER APPOINTED COMMITTEES

27.	Elected Officials Compensation Board	CAO OMS		3.600
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(Revised by Order No. 00-8-16-1; Effective 8.17.00)

ADVISORY COMMITTEES/MANDATED COMMITTEES

3.520 Building Appeals & Advisory Board.

Advises on building construction, suitability of alternate materials, methods of construction, and provides interpretations of building code. Serves as Board of Appeals

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with a broad range of skills and expertise. Finance, legal affairs, business, health and managed care, social services, and government are some examples of the areas of expertise to be considered. No more than half of the non-consumer representatives may derive their annual income from the health care industry. No Council member shall be an employee of the health center or an immediate family member of an employee.

TERM: 3 years, ending June 30 (*Revised by Order No. 03-11-25-8, Effective 11.25.03*)

NONMANDATED COMMITTEES

3.538 Community Health Advisory Committee.

Makes recommendations to the Health Administrator and advises the Board of Health and Board of Commissioners on matters of public health, planning, policy development, control measures, funding, public education and advocacy; and, acts in a community liaison capacity to provide a link between the community and the Health Division.

STAFFING: Department of Health and Human Services

MEETS: Monthly

NONMANDATED

MEMBERSHIP: (12) Consists of seven at-large representatives and five members from the health professions including physicians, dentists, nutritionists and health educators.

TERM: 4 years, ending August 31 (*Revised by Order No. 00-8-16-1; Effective 8.17.00*)

3.540 ~~Human Rights Advisory Committee.~~ Lane County Commission for the Advancement of Human Rights (LCCAHR).

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Advises the Board of County Commissioners on the status of civil and human rights in the County, and provides the Board of County Commissioners and County departments community input and feedback regarding human rights and affirmative action; provides community education and outreach concerning human rights programs within Lane County; recommends, supports, and assists in development of programs and seminars on human rights, cultural diversity, equal opportunity, and affirmative action; develops and publicizes a system to assist persons in seeking resolution of harassment and discrimination complaints and recommends appropriate action; recommends policies and actions to improve access to County services and employment opportunities, and for overcoming cultural, linguistic and physical barriers which limit accessibility; provides an annual report to the Board of County Commissioners on the progress and condition of human rights in Lane County (including past activities, future goals and the number, type, and resolution of complaints); holds at least three (3) Commissiontee meetings outside the Eugene/Springfield area utilizing city council meetings, community forums, and joint meetings with the Commissioner of the District in which the meetings are held; develops a work plan annually for the upcoming year; affirms, encourages, and promotes programs and services designed to effectuate the spirit and intent of laws prohibiting discrimination and that recognize and value the cultural diversity of Lane County.

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take positions on behalf of the County without prior written approval. Positions can be distinguished by a clarifying comment on all written statements and a signature by the chair. Unless approved by the Board, positions taken by LCCAHR do not necessarily reflect the views or positions of the County or the Board of Commissioners. All such written statements must be copied to County Counsel.

STAFFING: ~~Department of Human Resources County Administration,~~ with collaborations with the Human Resources Department, and Department of Children and Families. The Board recognizes that dedicated staff is necessary to support the LCCAHR, track and report on complaints, act as liaison within the County organization, oversee grant writing, monitoring, and interns, and otherwise assist and provide administrative support to the LCCAHR.

MEETS: Monthly, with Commissioners attending commission meetings held in their district. In any case, one (1) Commissioner liaison should attend all commission meetings. Video-conferencing should be made available as possible to ensure county-wide involvement.

NONMANDATED

MEMBERSHIP: ~~(14) Consists of up to 14 citizens, to include representation from among the protected classes of women, youth, older workers, disabled persons and African Americans, Latinos, Asian Americans and Native Americans. Notwithstanding LM 3.506(2)(j), County employees may apply, and be appointed, to serve on off duty hours.~~ **(11):** Consists of 11 members comprised of five (5) commissioner appointees and six (6) at-large appointees, selected based on the criteria listed below and after a careful screening process involving applications and reference checking.

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- (c) Experience and expertise in human rights and/or community relations
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- (e) Special sensitivity to marginalized groups
- (f) Preference given to candidates who represent minority communities, protected classes or other groups subject to human rights abuses

Associate Members (non-voting) should be recruited to increase representation from as many groups as possible.

No more than two (2) County employees may serve on the Commission.

~~NOTE: Up to 3 Lane County employees allowed.~~

TERM: Up to 4 years, from date of appointment. All

Commissioners serve at the will of the Board and may be removed.

(Revised by Order No. 00-8-16-1, Effective 8.17.00; 02-8-28-15, 8.28.02; 05-10-12-3, 10.12.05; 06-11-29-4, 11.29.06)