

## DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections **above** the Official Review line.

**Date:**

**Department:**

**Contractor/Supplier/Consultant Name:**

**Contractor Contact:**

**Contractor Phone #:**

**Type of Document:** Expunction of Juvenile Records Intergovernmental Agreement #14815 (Deschutes County Doc #2022-167)

**Goods and/or Services:** This Intergovernmental Agreement covers the 2022-24 biennium, for which the county is allocated a maximum compensation of \$173,990.60 for costs associated with the expunction of juvenile records per Senate Bill 575.

**Background & History:** Senate Bill 575 (2021) contains new requirements for expunctions of juvenile records. SB 575 has a financial impact for the county to complete new work required by this legislation. The approved estimated cost for the additional work brought forward by SB 575 is \$206.15 per qualified expunction. Through this agreement, Oregon Youth Authority will reimburse the county at the approved rate for each qualified expunction processed by the county.

**Agreement Starting Date:**

**Ending Date:**

**Annual Value or Total Payment:**

Insurance Certificate Received (check box)  
Insurance Expiration Date:

Check all that apply:

RFP, Solicitation or Bid Process

Informal quotes (<\$150K)

Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)

**Funding Source:** (Included in current budget?  Yes  No)

If **No**, has budget amendment been submitted?  Yes  No

**Is this a Grant Agreement providing revenue to the County?**  Yes  No

Special conditions attached to this grant:

Deadlines for reporting to the grantor:

The Juvenile Department shall send monthly invoices to Oregon Youth Authority but no later than quarterly, for qualified expunctions processed under Senate Bill 575. The Juvenile Department must submit its final invoice to Oregon Youth Authority no later than 60 days after the termination or expiration date of the agreement.

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter:  Yes  No

Contact information for the person responsible for grant compliance:

Name: Laura Ward  
Phone #: (971) 301-1138

Departmental Contact and Title: Michele Winters, Management Analyst  
Phone #: (541) 385-1722

Department Director Approval:  1.31.22  
Signature Date

Distribution of Document: Who gets the original document and/or copies after it has been signed? Include complete information if the document is to be mailed.

**Official Review:**

County Signature Required (check one):

- BOCC (if \$150,000 or more) – BOARD AGENDA Item
- County Administrator (if \$25,000 but under \$150,000)
- Department Director - Health (if under \$50,000)
- Department Head/Director (if under \$25,000)

Legal Review \_\_\_\_\_ Date \_\_\_\_\_

Document Number