

Intergovernmental Agreement

This Agreement made and entered into by and between the League of Oregon Cities, a department of cities under ORS 190.010 to 190.110, and the Association of Oregon Counties, a department of counties under ORS 190.010 to 190.110, in consideration of the agreements on the part of each of the others herein contained.

Witnesseth:

We do hereby agree as follows:

Recitals

1. The parties hereto have established an organization known as Oregon Local Government Personnel Institute, the purposes of which is to provide services and information and to act as a clearinghouse for local government employers in matters relating to personnel program development. Local Government Personnel Institute programs and services, as determined by the board of Directors, may include, but shall not be limited to, the following:
 - a. Development and maintenance of a resource library of personnel materials on federal, state and local government, including personnel rules and regulations, pay plans and position-classifications plans, personnel program and labor relations developments, employer-employee relations materials, and other personnel materials.
 - b. Maintenance of an inventory of factual materials on economic trends, and salaries and fringe benefits at the national, state, and local government levels.
 - c. Provision of assistance to local governments through answering inquiries on personnel program development, employer-employee relations, and other personnel program matters.
 - d. Provision of assistance to local governments through publication of personnel bulletins and other bulletins on personnel program development, employer-employee relations, salary and fringe benefit information, personnel programs and practices and policies, economic trends, and other personnel program information.
 - e. Conduct studies and surveys of salaries and fringe benefits, personnel practices and policies, and related personnel matters in local governments.
 - f. Sponsorship or co-sponsorship of institutes, seminars, and training programs relating to local government labor relations and personnel program development and practices.
 - g. Consultation on general local government personnel problems and programs to individual local governments.
 - h. Provide advice and consultation to local government officials and their associations on the impact of federal and state laws affecting local government personnel administration.
2. The Board of Directors will be comprised of five members: comprised of: the Executive Directors of AOC and LOC and one LGPI member representing a city, one member representing a county and one member representing other local governments. This revised agreement makes no changes to existing operations, responsibilities, debts and other obligations, except it clarifies that LOC and AOC will, only on an emergency basis, share on an equal basis one-half of the general operating expenses of the Institute not covered by other income. This Intergovernmental agreement continues to provide for the organization, financing and management of the Local Government Personnel Institute as a joint venture of the parties to the agreement.

Board of Directors and Staff

1. Beginning on May 1, 2005 the local Government Personnel Institute shall be under the general supervision and direction of the five member Board of Directors, comprised of: the Executive Directors of AOC and LOC and one LGPI member representing a city, one member representing a county and one member representing other local governments. The existing board, consisting of the Executive Directors of LOC and AOC will appoint the new board members at its April 22, 2005 meeting and will continue as the LGPI board until May 1, 2005 when the five member board has been established.

Terms for the three at-large members from LOC, AOC and other local governments will be up to three years in length, with the initial term length to be determined by the Executive Directors of LOC and AOC, to allow for staggering the terms of new members.

The Chairperson of the LGPI Board shall be either the Executive Director of LOC or the Executive Director of AOC. The Chairman will be elected by the Board at the last board meeting for each fiscal year and will begin their term as Chairperson on January 1st each year.

It is the intention of the Board of Directors that daily operation of the Institute shall be under the supervision and control of an Executive Director who shall be selected by the Board of Directors, and who shall serve at the pleasure of the Board of Directors.

2. The Executive Director of the Local Government Personnel Institute shall have responsibility for carrying out programs and policies determined by the Board of Directors, including, but not limited to, the following:
 - Assist elected local government officials in development of individual local government personnel programs;
 - Provide information to local government agencies in Oregon that will assist personnel administrators and public managers in carrying out local personnel programs;
 - Work with the statewide associations of cities, counties and other local governments in conducting training conferences and seminars on personnel programs for local officials;
 - Develop and supervise special projects related to personnel program improvement, and assume responsibility for appropriate staffing and financing related thereto; and
 - Assist in implementation of programs in Oregon under the Intergovernmental Personnel Act, including carrying out contract responsibility for preparing the local government component of the plan and coordinating efforts of cooperating agencies in implementing the plan.
3. Administrative and support services may be provided to the Institute on a contract basis by any one of the parties to this agreement.

Availability of Institute Services

Services of the Institute shall be furnished to any member of any of the sponsoring organizations in good standing upon request and upon payment of any fees as determined by the Board of Directors. Units of government not eligible for membership in any of the two sponsoring organizations may be offered services at a fee determined by the Board of Directors.

Income and Expenditures

Expenditures of the Local Government Personnel Institute shall be in accordance with an annual budget adopted by the Board of Directors. Adoption of the budget shall require the unanimous vote of the Board of Directors. The Institute is expressly authorized to make charges for and accept funds from federal or state governments or other sources to carry out programs and activities in accordance with the Institute's purposes and approved budget. It is the general intent of the parties to this agreement that the Institute shall provide services and information on a membership fee, charge, or contract basis in order that Institute programs and services shall insofar as possible be financially self-supporting. However, if an emergency arises, the parties to this agreement agree to share on an equal basis one-half of the general operating expenses of the Institute not covered by other income.

Amendment

This agreement may be amended at any time upon a unanimous vote of the two parties thereto.

Distribution of Assets and Liabilities upon Termination

1. In the event the Local Government Personnel Institute is terminated, assets, as well as indebtedness or liabilities shall be split between the parties to the agreement. Further, the parties will mutually agree on how to divide, dispose of the asset, liabilities and indebtedness of LGPI upon termination.
2. Income or moneys collected by or credited to LGPI shall not accrue to the benefit of any private person, firm, or corporation but shall accrue only to the parties to this agreement.

Duration

This agreement as the same may be amended from time to time, shall continue for an indefinite period and shall terminate only upon agreement of the respective parties.

Dated and signed by order of the Board of Directors of each of the respective parties.

Dated April 21, 2005

Ken Strobeck, Executive Director
League of Oregon Cities

Dated April 21, 2005

Mike McArthur, Executive Director
Association of Oregon Counties