

ORDINANCE NO. 6066

AN ORDINANCE related to the organization of the executive branch of county government, specifying functions; amending ordinance 1438, Sections 3(a) through 3(c) as amended, and K.C.C. 2.16.040 through 2.16.060; amending Ordinance 1438, Section 3 (e) as amended, and K.C.C. 2.16.090; amending Ordinance 5559, Sections 1 through 7 and K.C.C. 2.16.110; amending Ordinance 1872, Section 2 as amended and K.C.C. 2.16.150; amending Ordinance 1965, Section 1 as amended and K.C.C. 2.16.160, amending Ordinance 3049, Sections 1 and 2, and K.C.C. 2.16.170 and 2.16.180; repealing Ordinance 1438, Sections 1 through 3 as amended and K.C.C. 2.16.010 through 2.16.030; repealing Ordinance 2493, Sections 4 and 5 as amended and K.C.C. 2.16.070 and 2.16.080; repealing Ordinance 1438, Section 4 through 6 and K.C.C. 2.16.100, 2.16.120 and 2.16.130; repealing Ordinance 1821, Section 3 and K.C.C. 2.16.140; repealing Ordinance 3075, Section 1 and K.C.C. 2.16.190; repealing Ordinance 1205 as amended and K.C.C. 2.84.010 through 2.84.040; and adding new sections to K.C.C. 2.16.

PREAMBLE:

Under the provisions of Section 220.20 of the Home Rule Charter, "The county council shall be the policy determining body of the county...The county council shall... have the power to establish, abolish, combine, and divide administrative offices and executive departments and to establish their powers and responsibilities...". There has not been a comprehensive review of the powers or defined responsibilities of departments since 1972, with the passage of Ordinance 1438. Since that time there have been incremental changes, new departments established or the modification of functions in other agencies. The result is that, the formal policy of county organization, referenced in K.C.C. 2.16 is outdated, ambiguous and, in some cases, directly in conflict with actual functions being performed. A formal policy review is necessary to insure that the organization of Executive agencies reflects functions actually being performed. The policy should establish organizational accountability in the expenditure of public funds for defined purposes.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

NEW SECTION. SECTION 1. Purpose. To specify the functions and responsibilities of Executive agencies per Section 220.20 of the Home Rule Charter, as an oversight guide to judge and review the allocation of public resources.

SECTION 2. Ordinance 1438, Section 1, and K.C.C. 2.16.010 are hereby repealed.

SECTION 3. Ordinance 1438, Section 2, and K.C.C. 2.16.020

1 are hereby repealed.

2 SECTION 4. Ordinance 1438, Section 3, and K.C.C. 2.16.030  
3 are hereby repealed.

4 SECTION 5. Ordinance 1438, Section 3(a) as amended and  
5 K.C.C. 2.16.040 are hereby amended as follows:

6 DEPARTMENT OF PUBLIC WORKS ((AND-TRANSPORTATION)) DUTIES  
7 -DIVISIONS.

8 ((~~(a)~~--The-Department-of-Public-Works-and-  
9 Transportation-shall-be-responsible-for-the-administration-of-  
10 the-Division-of-Engineering, Solid-Waste, Airport, Surface-Water-  
11 Management, Administrative-Services, other-related-utility,  
12 public-works-and-transportation-functions.--The-Department-shall-  
13 be-composed-of-the-following-divisions.))

14 A. The department is responsible to manage, be fiscally  
15 accountable for, those programs related to:

16 1. The design, cost-effective construction and  
17 maintenance of the County's road system.

18 2. The King County International Airport.

19 3. The disposal and recycling of solid waste.

20 4. Flood warning and the regulation of drainage.

21 5. The establishment, operation and maintenance of the  
22 system or systems of sewerage and/or water operated or  
23 maintained by King County.

24 6. The management of the Motor Pool, Public Works  
25 and other applicable Equipment Rental and Revolving (ER & R)  
26 funds.

27 7. Assigned intradepartment administrative and  
28 operational services.

29 B. The department shall be composed of the following  
30 divisions:

31 1. ROADS AND ENGINEERING DIVISION. ((The-  
32 ~~Engineering-Division-shall-be-responsible-for-the-administration~~  
33

1 of-the-county-roads-and-streets-system,-including-road/street-  
 2 design,-construction,-maintenance-programs,-and-the-  
 3 administration-and-operation-of-engineering-))

4 The functions of the division include:

5 a. Plan, design, and maintain county roads.

6 b. Plan, design, install and maintain County traffic  
 7 signs, markings, and signals.

8 c. Manage intergovernmental contracts or agreements for  
 9 services related to road maintenance and construction.

10 d. Review and approve preliminary and final plats/short  
 11 plats.

12 e. Inspect utilities during construction and upon  
 13 completion for compliance with standards, specifications and  
 14 restoration of public facilities disturbed due to construction.

15 2. AIRPORT DIVISION. ((The-Airport-Division-shall-  
 16 be-responsible-for-the-administration-of-King-County-Airport(s),  
 17 including-the-implementation-of-county-policy-regarding-airport-  
 18 development,-the-enforcement-of-King-County-code-rules-and-  
 19 regulations-regarding-airport-operations,-and-the-administration-  
 20 of-the-fiscal-and-operating-activities-of-county-airport(s)-))

21 The functions of the division include:

22 a. Manage the maintenance and operations of King County  
 23 International Airport/Boeing Field.

24 b. Manage and be accountable for all approved revenue  
 25 producing real property leases or other contracts related to the  
 26 airport.

27 c. Administer the implementation of approved County  
 28 policy relating to airport development.

29 3. SOLID WASTE DIVISION. ((The-Solid-Waste--  
 30  
 31  
 32  
 33

1 ~~Division shall be responsible for the administration of the~~  
2 ~~county solid waste program which provides for the disposal and~~  
3 ~~recycling of solid waste of King County households and~~  
4 ~~industries.)~~ The functions of the division include:

5 a. Manage and operate the county's comprehensive solid  
6 waste program on a self-supporting basis.

7 b. Manage and be accountable for all transfer station  
8 operations and landfills, as well as the transportation of waste  
9 between county facilities.

10 c. Procure and maintain all capital and operating  
11 equipment unique to the solid waste function.

12 d. Actively pursue all revenue  
13 sources in an effort to maintain the lowest possible rate  
14 structure for the benefit of county citizens.

15 4. SURFACE WATER MANAGEMENT DIVISION. ((The  
16 ~~Surface Water Management Division shall be responsible for~~  
17 ~~developing and/or assuming the effective implementation of~~  
18 ~~policies, programs and standards relating to county surface~~  
19 ~~water management including the regulation of drainage and the~~  
20 ~~prevention of floods.)~~ The functions of the division include:

21 a. Regulate surface water runoff associated with  
22 construction or land development.

23 b. Implement programs and standards that regulate  
24 drainage.

25 c. Provide and implement a flood warning system.

26 d. Regulate the installation and regular maintenance  
27 of all retention/detention facilities, as required by law.

28 e. Review all permit applications involving drainage  
29 regulation;

1           f. Within available resources, maintain major river  
 2 channels and storm drainage systems as deemed necessary to  
 3 minimize county liability from flooding.

4           5.     ADMINISTRATIVE SERVICES DIVISION.   ((The  
 5 ~~Administrative Services Division shall be responsible for the~~  
 6 ~~administration of intradepartmental services and the~~  
 7 ~~coordination of functions with other appropriate agencies to~~  
 8 ~~include activities involving financial investments and budget~~  
 9 ~~control, word processing and records retention, claims~~  
 10 ~~investigation and complaint resolution, policy development,~~  
 11 ~~preparation of administrative rules as required by general law,~~  
 12 ~~and personnel services, including the administration of approved~~  
 13 ~~collective bargaining agreements.~~

14           ~~-(b)--A water and utility section is established within the~~  
 15 ~~King County Department of Public Works and Transportation in~~  
 16 ~~accordance with R.C.W. 36.94.120, the County Area Services Act.~~  
 17 ~~Personnel of the water and sewer utility section shall be~~  
 18 ~~employed in accordance with provisions of a personnel merit~~  
 19 ~~system as established in Chapter 3.12.)~~   The functions  
 20 of the division include:

21           a. Provide common management and administrative  
 22 services to the department which are non-duplicative of like  
 23 management and administrative services provided by other county  
 24 agencies.

25           b. Provide intradepartmental services which would  
 26 otherwise be more costly and less efficient if performed by  
 27 other discrete organizational units.

28           c. Manage all aspects of the county's motor pool and  
 29 vehicle fleet administration.

30           d. Manage all aspects of the county's radio

1 maintenance program.

2 Effective January 1, 1983, the division as an agency of  
 3 county government, an organization under any department, unless  
 4 otherwise stated in this ordinance, shall no longer exist. The  
 5 Clerk of the Council, effective January 1, 1983 is directed to  
 6 delete this subsection from the code. Further, if required, the  
 7 Clerk shall prepare in a timely manner legislation to effect the  
 8 same.

9 SECTION 6. Ordinance 1438, Section 3(b) as amended, and  
 10 K.C.C. 2.16.050 are hereby amended as follows:

11 DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT. ((The  
 12 department-of-Planning-and-Community-Development-shall-be-  
 13 responsible-for-the-administration-of-the-Division-of-Parks,  
 14 Planning,-Architecture,-Building-and-Land-Development,-Housing  
 15 and-Community-Development,-and-the-Office-of-Agriculture-))  
 16 The department is generally responsible for managing the  
 17 community and comprehensive planning process, the parks and  
 18 recreation program, the enforcement of building and other  
 19 related codes, and the program authorized by the Housing and  
 20 Community Development Act of 1974. As a subordinate function,  
 21 the department shall manage the historic preservation program  
 22 and the arts program. The department is responsible to manage  
 23 and be fiscally accountable for the functions performed by the  
 24 following divisions:

25 A. PARKS AND RECREATION DIVISION. ((The-Parks-and-  
 26 Recreation-Division-shall-be-responsible-for-the-administration-  
 27 of-the-county-park-and-recreation-system,-including-acquisition,-  
 28 development-and-maintenance-of-access-and-facilities,-planning-  
 29 and-operation-of-county-recreation-programs,-and-the--  
 30 administration-of-the-King-County-Fair-)) The functions  
 31 of the division include:

1           1. Operate and maintain the King County Park Program,  
 2 including those operating programs providing recreational  
 3 services to citizens utilizing park facilities.

4           2. Where deemed appropriate, develop through expansion  
 5 current and new park facilities.

6           3. Plan, schedule and administer the annual King County  
 7 Fair, off-season programs and use of the county fair grounds in  
 8 cooperation with the King County Fair Board.

9           4. Coordinate the planning and preparation of the Park  
 10 Acquisition and Development Program, the Park Capital  
 11 Improvement Program and Budget.

12           5. Effective January 1, 1983, perform project management  
 13 of all parks capital improvement projects, which shall include  
 14 the responsibility for:

15           a. Contract administration,

16           b. Acting as the county's representative during design  
 17 and construction,

18           c. Project budget management of approved projects,

19           d. Necessary coordination with involved agencies to  
 20 facilitate the completion of approved projects.

21           B. PLANNING DIVISION. ((The-Planning-Division  
 22 shall-be-responsible-for-the-preparation-of-all-plans-for-the-  
 23 development-of-the-county---In-carrying-out-these-  
 24 responsibilities, the-division-shall-advise-all-agencies-of-the-  
 25 county-on-planning, shall-coordinate-planning-of-the-county-with-  
 26 other-governmental-agencies-and-assist-the-Budget-Division-in-  
 27 developing-capital-improvement-programs.)) The functions of the  
 28 division include:

- 1           1. Develop and maintain comprehensive countywide and  
2 areawide plans, policies, and implementation strategies;
- 3           2. Manage land development and population information to  
4 aid decision-making and to support implementation of county  
5 programs;
- 6           3. Develop and update community plans and area zoning for  
7 the planning areas of unincorporated King County;
- 8           4. Develop resource management policies and programs  
9 based on analysis of the relationship of human activity to the  
10 quality, capability and constraints of natural systems;
- 11           5. Develop transportation system plans and policies in  
12 coordination with other affected government agencies;
- 13           6. Ensure consistency of utility plans with areawide and  
14 community plans;
- 15           7. Coordinate county planning with other governmental  
16 agencies and provide expertise in intergovernmental plans and  
17 programs;
- 18           8. Coordinate planning for the capital improvement  
19 program and countywide and areawide plans, policies and programs.

20           C. BUILDING AND LAND DEVELOPMENT DIVISION. ((The  
21 Building-and-Land-Development-Division-shall-be-responsible-for-  
22 the-administration-of-the-county-building, housing, zoning and-  
23 subdivision-codes, including issuance of permits and-  
24 enforcement, and shall administer other codes and regulations-  
25 assigned to it.--The division shall have the authority to-  
26 require applicants for land use permits or approvals to submit-  
27 information necessary to establish the compliance or-  
28 noncompliance of such applications with applicable laws and--  
29 regulations.)) The division shall manage and be responsible for  
30 the administration of the County building, housing, fire,  
31



1 energy, shoreline management, zoning and subdivision codes,  
 2 including issuance of permits and enforcement, and shall  
 3 administer other codes, regulations, and state statutes assigned  
 4 to it. The functions of the division include:

5 1. Accomplish the administration of the land development  
 6 permitting process, including the intake, review and issuance of  
 7 permits, giving due consideration to the public health, safety,  
 8 and welfare.

9 2. Inspect land development projects to promote  
 10 compliance with appropriate codes relating to the land  
 11 development permitting process.

12 3. Develop and revise land development codes and  
 13 implementing regulations for county land use plans and policy.

14 4. Coordinate and review county utility plans and  
 15 policies.

16 5. Provide county residents and industry with a permit  
 17 service center for the processing of  
 18 permits and applications.

19 6. Enforce building, zoning and land development codes  
 20 and provide general inspections required for code compliance,  
 21 enforcement and abatement.

22 7. Implement public information programs to clarify  
 23 permit requirements and processing procedures for county  
 24 residents.

25 8. Coordinate fire prevention activities throughout the  
 26 county and conduct an arson investigation program.

27 D. ARCHITECTURE DIVISION. ((The-Architecture-  
 28 Division-shall-be-responsible-for-the-administration-of-the-King-  
 29 County-design-commission, to include the recording and helping-  
 30 of-written-minutes-of-all-proceedings-of-the-design-commission,  
 31 for-the-project-management-of-capital-improvements-involving-  
 32 buildings-or-parks, for-the-providing-of-advisory-services-  
 33 and/or-feasibility-studies-of-proposed-capital-improvement-

1 programs-as-approved-by-the-director-of-the-Department-of-  
 2 Planning-and-Community-Development.--Project-management-shall-  
 3 include-the-responsibility-for-contract-administration-and-  
 4 fiscal-management-of-approved-capital-improvement-projects,-and,  
 5 the-necessary-coordination-with-involved-agencies-to-facilitate-  
 6 and-make-efficient-the-completion-of-approved-capital  
 7 improvement-projects-)) The functions of the division include:

8 1. Represent the county and manage the cost-efficient  
 9 construction and completion of county parks and buildings.

10 2. Prepare and administer all contracts related to the  
 11 design or feasibility of approved capital improvement projects.

12 3. Prepare environmental impact statements or  
 13 declarations of non-significance for all approved capital  
 14 improvement projects.

15 4. Provide staff support to the King County Design  
 16 Commission.

17 5. Provide advisory services to other county departments  
 18 related to proposed projects or the annual preparation of the  
 19 capital improvement program.

20 Effective January 1, 1983, the division as an agency of  
 21 County government, an organization under any department, unless  
 22 otherwise stated in this ordinance, shall no longer exist. The  
 23 Clerk of the Council, effective January 1, 1983, is directed to  
 24 delete this subsection from the code. Further, if required, the  
 25 clerk shall prepare in a timely manner legislation to effectuate  
 26 the same.

27 E. HOUSING AND COMMUNITY DEVELOPMENT DIVISION.

28 ((The-Housing-and-Community-Development-Division-shall-be-  
 29 responsible-for-the-planning-and-administration-of-housing-and-  
 30 community-development-programs-for-the-primary-benefit-of-low-

1 ~~and moderate income persons, including the administration of the~~  
 2 ~~county's responsibilities under the Housing and Commission Act~~  
 3 ~~of 1974, as amended.))~~ The division shall plan, manage and be  
 4 responsible for the administration of the county's program  
 5 authorized by the Housing and Community Development Act of 1974,  
 6 as amended. The functions of the Division include:

7 1. Development of applications for the Housing and  
 8 Community Development Block Grant, including the Housing  
 9 Assistance Plan.

10 2. Develop and monitor contracts with agencies  
 11 subcontracting with the county for Block Grant funds.

12 3. Provide technical assistance to potential recipients  
 13 of Block Grant funds.

14 4. Provide staff assistance to the Joint Policy Committee  
 15 authorized by the Cooperation Agreement between the county and  
 16 the city members of the Housing and Community Development  
 17 consortium.

18 5. Develop and implement new initiatives for the  
 19 provision  
 20 of additional housing units.

21 6. Provide housing related services to county residents  
 22 when an appropriate contracting agency is not available.

23 SECTION 7. Ordinance 1438, Section 3(c) as amended, and  
 24 K.C.C. 2.16.060, is hereby amended to read as follows:

25 DEPARTMENT OF PUBLIC SAFETY - DUTIES. ((Bureaus))  
 26 DIVISIONS. ((The Department of Public Safety shall be  
 27 responsible for the enforcement of law and order, emergency  
 28 preparedness, and search and rescue. The Department shall be  
 29 composed of the following bureaus.))

30 A. The Department of Public Safety is responsible to keep  
 31 and preserve the public peace and safety including the discharge  
 32

1 of all duties of the Office of Sheriff under State law, except  
 2 those duties relating to jails and inmates which are performed  
 3 by other departments of county government. The functions of the  
 4 Department include:

5 1. Oversee a crime prevention program, investigate crimes  
 6 against persons and property and arrest alleged offenders.

7 2. Execute the processes and orders of the courts of  
 8 justice and all other mandated functions required by law.

9 3. Plan and coordinate resources for the public safety  
 10 and welfare in the event of a major natural or manmade disaster.

11 4. Provide service and administrative functions which  
 12 support but do not duplicate other governmental activities, and  
 13 which have the potential to be fiscally self-supportive.

14 B. The Department of Public Safety shall be composed of the  
 15 following divisions:

16 ~~((1)--BUREAU-OF-POLICE-OPERATIONS.--The-Bureau-of-Police~~  
 17 ~~Operations-shall-be-responsible-for-the-functions-of-police~~  
 18 ~~patrol,7-detectives-and-marine-patrol.))~~

19 1. Police Operations Division. The Division of Police  
 20 Operations shall be responsible to administer resources  
 21 allocated to the functions of police patrol, crime investigation  
 22 and prevention, and emergency services.

23 ~~((2)--BUREAU-OF-STAFF-SERVICES.--The-Bureau-of-Staff-~~  
 24 ~~Services-shall-be-responsible-for-the-functions-of-~~  
 25 ~~communications,7-records-and-identification,7-personnel-and-~~  
 26 ~~training.))~~

27 2. Staff Services Division. The Division of Staff  
 28 Services shall be responsible to administer resources allocated  
 29 to the functions of:

1           a. Civil Process

2           b. Fiscal Control

3           c. Communications.

4           d. Personnel and Training.

5           e. Records and Identification.

6           f. Property Management including evidence, stolen, lost  
7 or unclaimed property; and department equipment and supplies.

8           SECTION 8. Ordinance 2493, Section 4, and K.C.C. 2.16.070,  
9 are hereby repealed.

10          SECTION 9. Ordinance 2493, Section 5, and K.C.C. 2.16.080  
11 are hereby repealed.

12          SECTION 10. Ordinance 1438, Section 3(e) as amended, and  
13 K.C.C. 2.16.090 are hereby amended as follows:

14           DEPARTMENT OF EXECUTIVE ADMINISTRATION - DIVISION - DUTIES.

15           (~~The Department of Executive Administration shall be under the~~  
16 ~~direction of the county administrative officer and shall include~~  
17 ~~the following.~~) The Department of Executive Administration is

18 a staff department primarily responsible for providing  
19 administrative and management support to other agencies of  
20 county government and the management and coordination of the  
21 county's Affirmative Action program, and Safety and Worker's  
22 Compensation program, the centralized purchasing process for  
23 materials and services purchased by the county, and the  
24 insurance and risk management program. Unless specifically  
25 provided otherwise, references elsewhere in the King County Code  
26 to the County Administration Officer (CAO) shall mean the  
27 Director, Department of Executive Administration. The  
28 department is responsible to manage and be fiscally accountable  
29 for the following divisions:

1           ((Comptroller---Purchasing-Division-shall-prescribe-the--  
 2     accounting-procedures-to-be-used-by-the-county-after-  
 3     coordination-with-the-Budget-Division, shall-collect-all-county-  
 4     revenue, shall-make-all-disbursements-and-investment-of-county  
 5     funds, shall-contract-for-all-services-and-public-works-which-  
 6     are-not-performed-by-county-employees, and-shall-purchase-all  
 7     personal-property-purchased-by-the-county, and-shall-provide  
 8     advisory-services-on-avoidance-of-risk-and-insurance-for-the  
 9     County.))

10           A. PERSONNEL DIVISION ((The-Personnel-Division-shall-have-  
 11     the-responsibilities-established-by-Article-5-of-the-Charter-and-  
 12     shall-perform-any-other-duties-assigned-to-it-by-the-county  
 13     administrative-officer.)) The functions of the division include:

14           1. Manage and administer an effective personnel system  
 15     for the county and provide professional personnel services and  
 16     support to employees, county agencies and, as appropriate,  
 17     residents of the county.

18           2. Negotiate collective bargaining agreements with  
 19     appropriate labor organizations for approval by the Council.

20           3. Represent county interests in the grievance process  
 21     including formal hearings before the Personnel Board.

22           4. Serve as staff support, when appropriate, to other  
 23     public agencies in recommending and performing personnel  
 24     administrative functions related to non-career service employees.

25           5. Manage the county's participation in the Work Study  
 26     program and other temporary or part-time employment programs.

27           B. SYSTEM SERVICES DIVISION ((The-System-Services-Division-  
 28     shall-establish-and-maintain-a-modern-system-for-processing  
 29     information-in-accordance-with-the-needs-of-county  
 30     government.)) The functions of the division include:

1           1. Operate, maintain and enhance automated data  
 2 processing systems for the county and other contracting agencies.

3           2. Plan, design, implement and manage new systems  
 4 development based on demonstrated need and cost effectiveness  
 5 under the general policy direction of the Data Processing Policy  
 6 Review Committee.

7           C. REAL ((ESTATE)) PROPERTY DIVISION. ((The-Real-Estate-  
 8 Division-shall-assign-the-use-of-all-real-property-owned-or  
 9 leased-by-the-county, shall-maintain-all-property-unless-its  
 10 maintenance-is-otherwise-assigned-in-the-Charter, by-ordinance  
 11 or-by-the-County-Executive, shall-regulate-the-lease-or-sale-of-  
 12 county-property, and-shall-purchase-all-real-property-purchased-  
 13 by-the-county.)) The functions of the division include:

14           1. Manage all real property owned or leased by the County  
 15 ensuring, where applicable, that properties generate revenues  
 16 closely approximating fair market value.

17           2. Maintain a current inventory of all county owned or  
 18 leased real property as part of the program to sell properties  
 19 deemed surplus to the needs of the County.

20           3. Provide support services to County agencies in the  
 21 acquisition of needed real properties.

22           4. Issue house moving and utility permits, and television  
 23 cable franchises.

24           D. RECORDS AND ELECTIONS DIVISION. ((The-Records-and-  
 25 Elections-Division-shall-record, file-and-register-all-documents  
 26 presented-to-it-which-by-general-law-may-be-recorded, filed-and-  
 27 registered-to-provide-constructive-legal-notice, and-all-other  
 28 documents-specified-by-ordinance, shall-maintain-the-county---  
 29 archives-to-store-all-county-records-which-should-not-be-----  
 30 destroyed-and-which-are-not-necessary-for-the-current operation  
 31 of-County-government, shall-be-responsible-for-the-registration-  
 32 of-voters-in-the-County, and-shall-conduct-all-special-and  
 33

1 ~~general elections held in the county.)~~ The functions of the  
 2 division include:

3 1. Conduct all special and general elections held in the  
 4 county and register voters.

5 2. Manage the recording, processing, filing, storing,  
 6 retrieval, certification of copies as required, of all public  
 7 documents filed with the division.

8 3. Process all real estate tax affidavits.

9 4. Act as the official custodian of all county records,  
 10 per general law.

11 E. GENERAL SERVICES DIVISION. (~~The General Services-~~  
 12 ~~Division shall administer regulations of the County requiring~~  
 13 ~~business, motor vehicle, and marriage licenses, shall administer~~  
 14 ~~functions related to licensing, veterans, and control of--~~  
 15 ~~animals, and other functions assigned by the County-~~  
 16 ~~administrative officer.)) The functions of the division include:~~

17 1. Issue business, marriage and motor vehicle licenses,  
 18 and collect license fee revenues.

19 2. Enforce county and state law relating to animal  
 20 control.

21 3. Manage the county's centralized reproduction center.

22 4. Provide staff support to the Board of  
 23 Appeals/Equalization.

24 5. Manage the program of printing and distributing the  
 25 King County Code and all supplements to the public.

26 F. FACILITIES MANAGEMENT DIVISION. (~~The Facilities--~~  
 27 ~~Management Division shall be responsible for the management of~~  
 28 ~~county facilities, shall provide management in the King County~~  
 29 ~~automotive center, and shall assign the use of all personal~~  
 30 ~~property owned or leased by the county and shall maintain-~~



1 ~~inventory listings of these items.~~

2 ~~--2--The Department of Executive Administration shall be~~  
 3 ~~responsible for the administration of parking in the King County~~  
 4 ~~automotive center and the King County Courthouse.--This-~~  
 5 ~~responsibility shall include, but not be limited to developing-~~  
 6 ~~and enforcing administrative regulations and procedures,-~~  
 7 ~~assigning parking stalls, determining fees, collecting fees and~~  
 8 ~~empting and maintaining waiting lists.)~~ The functions of  
 9 the division include:

10 1. Administer and maintain in good general condition the  
 11 county's physical facilities, unless specific facilities'  
 12 maintenance is the functional responsibility of other county  
 13 agencies.

14 2. Effective January 1, 1983, perform project management  
 15 of all above-grade facilities capital improvement projects, not  
 16 to include park projects, which shall include responsibility for:

- 17 a. Contract administration,  
 18 b. Acting as the county's representative during design  
 19 and construction,  
 20 c. Providing advisory services and/or feasibility  
 21 studies to such projects as approved by the department director,  
 22 d. Project budget management of approved projects,  
 23 e. Necessary coordination with involved agencies to  
 24 facilitate the completion of approved projects.

25 3. Maintain, control, and be accountable for the  
 26 inventory of all King County personal property, disposing of  
 27 surplus property, per general law.

28 4. Operate the security program for the courthouse  
 29 complex.

30 5. Operate courthouse switchboard and information desk.

31 6. Provide messenger service for county government  
 32

1 agencies.

2 7. Effective January 1, 1983, provide staff support to  
 3 the King County Design Commission to consist primarily of  
 4 preparing meeting agenda and recording proceedings of the  
 5 commission meetings.

6 ((H.--OFFICE-RISK-MANAGEMENT.--There-is-created-an-office-of-  
 7 risk-management-within-the-Department-of-Executive  
 8 Administration.--The-supervisor-of-the-office-of-risk-management-  
 9 shall-be-the-risk-manager,who-shall-report-directly-to-the  
 10 county-administrative-office.))

11 ((--I.--WOMEN'S-PROGRAM--The-women's-program-section-shall-be-  
 12 administered-by-the-Department-of-Executive-Administration  
 13 within-the-office-of-the-county-administrative-office.))

14 ((J.--I.--AFFIRMATIVE-ACTION-OFFICE-An  
 15 affirmative-action-office-is-hereby-established-within-the-  
 16 Department-of-Executive-Administration-under-the-direct  
 17 supervision-of-the-county-administrative-office-and-with-direct-  
 18 accountability-to-the-county-executive.

19 2.--The-affirmative-action-office-shall-have-primary  
 20 jurisdiction-over-matters-concerning-discrimination-and-shall  
 21 coordinate-and-implem-ent-all-King-County-affirmative-action-  
 22 programs-including-but-not-limited-to-the-following:-

23 -A.--Equal-employment-opportunity-program;-

24 B.--Contract-compliance-program;

25 C.--Handicapped-program;-

26 D.--Minority/women-business-program.

27 3.--Personnel-of-the-affirmative-action-office-shall-be-  
 28 employed-in-accordance-with-provisions-of-the-Personnel-Merit-  
 29 System-as-established-in-Chapter-3.127-and-as-outlined-under  
 30 Ordinance-4325-(administrative-guidelines-for-career-service)-  
 31 and-shall-include-an-affirmative-action-administrator-and-such  
 32 support-staff-as-is-deemed-necessary-to-carry-out-the-functions-

1 ~~of-the-officer))~~

2 SECTION 11. Ordinance 1438, Section 4 as amended, and  
3 K.C.C. 2.16.100

4 are hereby repealed.

5 SECTION 12. Ordinance 1438, Section 5, and K.C.C. 2.16.120  
6 are hereby repealed.

7 SECTION 13. Ordinance 1438, Section 6, and K.C.C. 2.16.130  
8 are hereby repealed.

9 SECTION 14. Ordinance 1821, Section 3, and K.C.C. 2.16.140  
10 are hereby repealed.

11 SECTION 15. Ordinance 1872, Section 2, and K.C.C. 2.16.150,  
12 are hereby amended as follows:

13 DEPARTMENT OF REHABILITATIVE SERVICES - DUTIES - DIVISIONS.

14 ~~((The Department of Rehabilitative Services shall be responsible-~~  
15 ~~for the administration of the Division of Human Services and-~~  
16 ~~Corrections.))~~

17 A. The department, through its divisions, shall manage and  
18 be fiscally accountable and responsible for:

19 1. Administration of county programs relating to aging,  
20 developmental disabilities, mental health (including involuntary  
21 treatment);

22 2. Administration of the King County Jail.

23 Effective January 1, 1983, the department as an agency of  
24 county government, unless otherwise stated in this ordinance,  
25 shall no longer exist. The Clerk of the Council, effective  
26 January 1, 1983, is directed to delete this section from the  
27 code. Further, if required, the Clerk shall prepare in a timely  
28 manner legislation to effect the same.

29 B. The department shall be composed of the following  
30 divisions:

1           (A.) 1. HUMAN SERVICES DIVISION. ((The-Human-Services--  
2 Division-shall-be-responsible-for-the-administration-of-programs  
3 for-the-aging,-for-the-administration-of-programs-relating-to  
4 the-involuntary-treatment-and-commitment-of-the-mentally-ill,  
5 for-assisting-the-community-mental-health-administrative-board  
6 and-board-for-developmental-disabilities-in-developing-program  
7 policies,-for-assisting-the-boards-in-developing-positions-for-  
8 implementing-policies-through-the-policy-making-and-  
9 appropriation-authority-of-the-council-and-the-administrative-  
10 prerogatives-of-the-executive.

11           1.--The-manager-of-the-Division-of-Human-Services-shall-be-  
12 appointed-by-the-director-of-the-Department-of-Rehabilitative-  
13 Services-from-a-list-of-at-least-five-nominees-submitted-by-a-  
14 committee-composed-of-the-chairmen-of-the-community-mental-  
15 health-administrative-board-and-board-for-developmental  
16 disabilities.--If-the-director-does-not-appoint-from-the-list-of-  
17 nominees,-the-director-may-request-a-new-list-from-the  
18 committee.--In-the-event-the-list-is-not-forthcoming-within  
19 thirty-days-following-a-vacancy-of-the-position-or-request-for-  
20 a-list,-the-director-shall-appoint-the-manager.

21           2.--The-manager-is-responsible-for-staffing-and  
22 supervising-the-staff-of-the-division-pursuant-to-career-service-  
23 rules-and-budgetary-constraints-of-the-King-County-charter.--The-  
24 exempt-positions-of-program-coordinator-for-the-mental-health-  
25 and-developmental-disabilities-programs-shall-be-appointed-by-  
26 the-manager-from-a-list-of-five-nominees-submitted-by-the-  
27 appropriate-board,-the-nominee-is-to-be-certified-by-the  
28 Personnel-Division-as-technically-qualified-for-the-position.  
29 If-the-manager-does-not-appoint-from-the-list-of-certified-  
30 nominees,-he-may-request-a-new-certified-list-from-the-board.  
31 The-position-of-program-coordinator-for-the-aging-shall-be-  
32 appointed-by-the-manager-subject-to-accepted-career-service  
33

1 regulations-and-procedures.

2 3.--The-manager-of-the-Division-of-Human-Services-shall:-

3 a.--Provide-the-boards, county-executive-and-county-  
4 council-with-information, analysis, and-related-staff-assistance  
5 needed-for-the-development, recommendation-and-adoption-of  
6 policies-and-plans-for-the-mental-health, developmental  
7 disabilities-and-aging-programs,

8 -b.--Allocate-sufficient-staffing-support-to-the-boards-  
9 to-allow-them-to-carry-out-their-responsibilities,

10 e.--Monitor-and-evaluate-service-providers-to-assure--  
11 compliance-with-contracts-and-policies.

12 4.--No-provision-of-this-section-shall-be-interpreted-to  
13 lessen-or-diminish-the-statutory-authority-and-responsibilities-  
14 of-the-boards.

15 No-provision-of-this-section-shall-be-construed-to-limit-the-  
16 power-of-the-boards-to-report-directly-to-the-county-council-or-  
17 executive.

18 5.--There-is-created-an-administration-committee-  
19 consisting-of-the-chairman-and-vice-chairman-of-each-of-the-  
20 boards.--The-administration-committee-shall-meet-at-least-  
21 annually, on-the-call-of-any-one-of-its-members, to-review-and-  
22 comment-on-the-administration-budget-and-objectives-proposed-by  
23 the-manager-of-the-Division-of-Human-Services.))

24 The functions of the division include:

25 a. Manage and operate an involuntary treatment program.

26 b. Allocate funds to agencies for the providing of  
27 appropriate services; and accordingly, write contracts, verify  
28 billings and authorize fiscal reimbursement;

29 c. Providing staff support to the Mental Health and  
30 Developmental Disabilities Boards in their performing planning  
31 and allocation processes.

32 d. Providing information and referral services to the  
33

1 general public.

2 Effective January 1, 1983, the division as an agency of  
 3 county government, an organization under any department, unless  
 4 otherwise stated in this ordinance, shall no longer exist. The  
 5 Clerk of the Council, effective January 1, 1983, is directed to  
 6 delete this subsection from the code. Further, if required, the  
 7 clerk shall prepare in a timely manner legislation to effect the  
 8 same.

9 ((B-)) 2. CORRECTIONS DIVISION. The ((Corrections  
 10 Division)) division shall be responsible for the administration  
 11 ((of-criminal-detention-facilities-and-work-release-programs,-  
 12 service-contract-development-and-negotiation,-presentence  
 13 diagnosis-and-reporting,-rehabilitation-services,-pretrial  
 14 release-information-collection,-and-post-sentence-monitoring.  
 15 The-statement-of-function-shall-not-be-construed-or-interpreted  
 16 in-any-way-as-to-include-probation-services-or-related  
 17 activities-involving-misdemeanant-offenders-receiving-probation  
 18 services-or-those-parties-being-considered-for-the-same.)) and  
 19 operation of the King County Jail. The functions of the  
 20 division include:

21 a. House adult persons arrested and charged with a  
 22 criminal offense prior to trial or sentencing;

23 b. House adult persons following sentencing;

24 c. House adult persons following conviction of a  
 25 criminal offense and serving terms not exceeding one year;

26 d. Administer and operate work release programs or  
 27 other programs providing alternatives to confinement in the  
 28 jail, as well as services or support function directed toward  
 29 reduction of the jail's population;

1           e. Provide administrative and support services, and  
 2 inmate social services.

3           (~~G.--All-employees-of-the-Department-of-Rehabilitative-~~  
 4 ~~Services,except-the-chief-officer-of-the-department-and-its~~  
 5 ~~divisions,their-administrative-assistants,confidential-~~  
 6 ~~secretaries-and-one-program-coordinator-assigned-to-the-mental~~  
 7 ~~health-board-and-developmental-disabilities-board,appointed~~  
 8 ~~pursuant-to-Article-5,Section-550-of-the-King-County-Charter,~~  
 9 ~~shall-be-members-of-the-career-service-system,provided,this-~~  
 10 ~~provision-shall-not-include-commissioned-members-of-the-~~  
 11 ~~Department-of-Public-Safety-or-Seattle-Police-Department-~~  
 12 ~~temporarily-assigned-to-the-Department-of-Rehabilitative~~  
 13 ~~Services.))~~)

14           Effective January 1, 1983, the division as an agency of  
 15 County government, an organization under any department, unless  
 16 otherwise stated in this ordinance, shall no longer exist. The  
 17 Clerk of the Council, effective January 1, 1983, is directed to  
 18 delete this subsection from the code. Further, if required, the  
 19 Clerk shall prepare in a timely manner legislation to effect the  
 20 same.

21           SECTION 16. Ordinance 1965, Section 1 as amended, and  
 22 K.C.C. 2.16.160 are hereby amended as follows:

23           DEPARTMENT OF STADIUM ADMINISTRATION. (~~The-Department-of--~~  
 24 ~~Stadium-Administration-shall-be-responsible-for-the-management-~~  
 25 ~~and-administration-of-the-King-County-Domed-Stadium-and-shall-be~~  
 26 ~~responsible-for-the-administration-of-the-Division-of-Sales-and-~~  
 27 ~~Promotion,Administration-and-Finance,Operations-and-~~  
 28 ~~Maintenance,and-Technical-Systems.)) The department is  
 29 responsible for the management and administration of all  
 30 activities related to the operation of the King County Domed  
 31 Stadium. This shall include providing for the scheduling of  
 32~~

1 recreational, trade, community and entertainment events in the  
 2 stadium facility for the benefit of the public at reasonable  
 3 costs; and providing, to the maximum extent possible, a  
 4 self-sufficient operation whereby operating costs are offset by  
 5 revenues generated from stadium users.

6 ((A---SALES-AND-PROMOTION-DIVISION---The-Sales-and-Promotion-  
 7 Division-shall-be-responsible-for-stadium-promotion,-public--  
 8 relations-and-coordination-with-tenants-)) The department is  
 9 responsible to manage and be fiscally responsible for the  
 10 following divisions.

11 ((B)) A. ADMINISTRATION AND FINANCE DIVISION. ((The  
 12 Administration-and-Finance-Division-shall-be-responsible-for-  
 13 stadium-financial-activities,-administrative-support-for-the  
 14 stadium-and-ticket-operations-)) The functions of the division  
 15 include:

16 a. Manage the accounting functions related to the  
 17 expenditure of funds in support of stadium operation and the  
 18 receipt of revenues generated from stadium users.

19 b. Manage the stadium ticket sales activities and the  
 20 related box office functions.

21 c. Provide administrative support functions for  
 22 departmental divisions.

23 ((C)) B. OPERATIONS AND MAINTENANCE DIVISION ((The-  
 24 Operations-and-Maintenance-Division-shall-be-responsible-for  
 25 event-coordination,-crowd-control,-stadium-security,-public  
 26 related-service,-energy-plant-operations,-stadium-maintenance-  
 27 and-repair,-and-event-related-facility-services-)) The functions  
 28 of the division include:



- 1           a. Provide operational management for event activities.  
2           b. Manage the stadium's security program.  
3           c. Manage the stadium's parking program.  
4           d. Provide liaison with stadium concessionaire,  
5 relative to operational and maintenance considerations.  
6           e. Provide for field and seating conversions to satisfy  
7 event requirements.  
8           f. Provide for the maintenance of the stadium facility  
9 and grounds.  
10          g. Coordinate capital improvement projects.

11           ((D)) C. TECHNICAL SYSTEMS DIVISION. ((~~The Technical-~~  
12 ~~Systems-Division shall be responsible for the operation of the-~~  
13 ~~stadium telescreen and scoreboard system, sound reinforcement~~  
14 ~~system, closed circuit television system, and event-related~~  
15 ~~technical system services.~~) The functions of the division  
16 include:

- 17           a. Provide operational management of the stadium closed  
18 circuit television and video screen systems.  
19           b. Provide operational management of the stadium  
20 scoreboard system.  
21           c. Provide operational management of stadium sound  
22 reinforcement systems.  
23           d. Provide liaison with stadium users and broadcast  
24 representatives relative to event broadcast and video  
25 requirements.

26           SECTION 17. Ordinance 3049 and K.C.C. 2.16.170 are hereby  
27 amended as follows:  
28  
29  
30  
31  
32  
33

1 Juvenile court services - Administration by county executive.

2 A. The responsibility for an administration of all  
3 nonjudicial functions of juvenile court services, including  
4 detention; intake and investigation and probation, together with  
5 building maintenance, are transferred to the county executive  
6 from the King County superior court (hereinafter the "court")  
7 subject to the provisions of Ordinance 3049. The juvenile court  
8 conference committees existing or hereinafter created, together  
9 with the administration and budgetary responsibility thereof,  
10 are not transferred and remain under the authority of the court.

11 B. All functions transferred to the executive by Ordinance  
12 3049 shall revert to the judges of the superior court if a  
13 majority of the judges find that any of the following conditions  
14 are not being complied with and that the interests of juveniles  
15 or of the community require revision;

16 1. The services which are being transferred to the  
17 executive shall be maintained at a level consistent with and  
18 providing for the needs of juveniles, over whom the court has  
19 jurisdiction, and of the needs of the community in relation to  
20 those juveniles;

21 2. Community control, as distinct from county government  
22 control, shall be maintained with regard to youth service  
23 bureaus and accountability boards;

24 3. The director of the department shall be at a level  
25 within the executive branch of other department heads;

26 4. The authorization to employ a personnel officer to  
27 assist the director of youth services in administering the  
28 department's personnel functions shall be reserved to the  
29 director. The right to hire and fire employees, to make  
30 selection of employees and to maintain a personnel section  
31 separate from the county personnel division shall be reserved to  
32 the director, provided that such actions shall be in accordance  
33 and comply with the career service rules and regulations;

1           5. Adequate physical facilities, including courtrooms,  
 2 chambers and areas for support services and meetings shall be  
 3 anticipated and maintained for judicial functions relating to  
 4 the juvenile court.

5           SECTION 18. Ordinance 3049, Section 2, and K.C.C. 2.16:180  
 6 are hereby amended as follows:

7           DEPARTMENT OF YOUTH SERVICES - DUTIES ((The-Department-of-  
 8 Youth-Services-shall-be-responsible-for-the-administration-of  
 9 the-juvenile-court-services-of-intake-and-investigation,  
 10 detention-and-probation, and shall administer any other  
 11 discretionary county youth programs, including programs funded  
 12 by federal and state agencies, which the county may choose to  
 13 undertake and the executive may choose to assign to the  
 14 Department, provided, that the court shall continue to control  
 15 and establish policy and rules for all judicial functions,  
 16 including admission of juveniles to detention, and standards and  
 17 procedures for division and informal adjustment.

18           A. -- Personnel System. -- All employees of the Department of --  
 19 Youth Services, except the chief officer of the Department and  
 20 its divisions, and their administrative assistants and  
 21 confidential secretaries appointed pursuant to Article V --  
 22 Section 550, of the King County Charter, shall be members of the  
 23 career service system established by Article V of the King --  
 24 County Charter, provided, that the Department of Youth Services  
 25 shall be authorized to employ a personnel officer to assist the  
 26 director of youth services in administering the Department's  
 27 personnel functions.

28           B. -- All functions transferred to the executive by Ordinance --  
 29 3049 shall revert to the judges of the superior court if a  
 30 majority of the judges find that any of the following conditions  
 31 are not being complied with and that the interests of juveniles  
 32

1 or-of-the-community-require-revision:

2 C.--The-services-which-are-being-transferred-to-the--  
3 executive-shall-be-maintained-at-a-level-consistent-with-and--  
4 providing-for-the-needs-of-juveniles,over-whom-the-court-has--  
5 jurisdiction, and-of-the-needs-of-the-community-in-relation-to  
6 these-juveniles;

7 D.--Community-control,as-distinct-from-county-government--  
8 control,shall-be-maintained-with-regard-to-youth-service  
9 bureaus-and-accountability-boards;

10 E.--The-director-of-the-department-shall-be-at-a-level--  
11 within-the-executive-branch-of-other-department-heads;

12 F.--The-authorization-to-employ-a-personnel-officer-to--  
13 assist-the-director-of-youth-services-in-administering-the-  
14 department's-personnel-functions-shall-be-reserved-to-the  
15 director.--The-right-to-hire-and-fire-employees, to-make-  
16 selection-of-employees-and-to-maintain-a-personnel-section  
17 separate-from-the-county-personnel-office-shall-be-reserved-to-  
18 the-director,provided-that-such-actions-shall-be-in-accordance  
19 and-comply-with-the-career-service-rules-and-regulations;

20 G.--Adequate-physical-facilities,including-courtrooms,--  
21 chambers-and-areas-for-support-services-and-meetings-shall-be-  
22 anticipated-and-maintained-for-judicial-functions-relating-to-  
23 the-juvenile-court.))

24 A. The Department is responsible for the management of the  
25 services and programs for youth which are mandated by law and/or  
26 court rules; and which are defined by the general law provisions  
27 of Title 13, RCW, as Juvenile Court Services, which are not the  
28 legal or administrative responsibility of another agency. These  
29 functions include:

30 1. Operation of the juvenile detention facility and  
31 applicable programs of intake for juvenile defendants and  
32

1 community supervision of juvenile offenders.

2 2. The facilitation of access of alleged dependent youth  
3 and "children in conflict" to the judicial process.

4 B. At the discretion of the King County Executive, the  
5 Department will be additionally responsible for management of  
6 supplemental programs which complement the mandated services for  
7 youth described above.

8 SECTION 19. Ordinance 3075, Section 1, and K.C.C. 2.16.190  
9 are hereby repealed.

10 NEW SECTION. SECTION 20. DEPUTY COUNTY EXECUTIVE. The  
11 Deputy County Executive shall, at the discretion of the County  
12 Executive, assist the Executive in the management of all county  
13 agencies except as otherwise provided by the Charter or by  
14 ordinance. County agencies referenced in K.C.C. 2.16 shall,  
15 individually and collectively, constitute the executive  
16 organizational structure of King County government.

17 To assist the Deputy in performing assigned management  
18 responsibilities, he/she shall be responsible to manage, be  
19 fiscally accountable for the following offices.

20 A. OFFICE OF THE BUDGET. The responsibilities of the  
21 Budget Office include:

22 1. Plan, prepare and manage, with emphasis on fiscal  
23 management and control aspects, the annual operating and capital  
24 improvement budgets;

25 2. Forecast and monitor revenues;

26 3. Monitor expenditures and work programs, per Section  
27 475 of the Charter;

28 4. Develop and prepare expenditure plans and ordinances  
29 to manage implementation of the operating and capital budgets  
30 throughout the fiscal year;

1           5. Monitor and evaluate the performance of County  
2 agencies for effectiveness and efficiency through the  
3 development of labor standards.

4           B. OFFICE OF PROGRAM DEVELOPMENT. The principal function  
5 of the office is to analyze long term issues. Long term is  
6 defined as having a meaningful impact in excess of the  
7 allocation of resources. Other functions of the office include:

8           1. Coordinate the Executive's State Legislative Program  
9 with that of the Council through the County's lobbyist.

10          2. Analyze and make recommendations to the deputy on  
11 issues involving more than one County agency.

12          3. Analyze and make recommendations to the deputy on  
13 issues involving intergovernmental relations among various  
14 governmental jurisdictions.

15          4. Conduct short term research evaluation assignments as  
16 directed.

17          C. OFFICE OF FINANCE. The responsibilities of the office  
18 include:

19          1. Performance of all the duties of the comptroller and  
20 the treasurer.

21          2. Formulation and implementation of financial policy for  
22 the county and other applicable agencies.

23          3. Management of the accounting and disbursing of  
24 assigned public funds.

25          4. Management of the collection, receipt and investment  
26 of assigned revenues due the county or other agencies for which  
27 the Comptroller acts as treasurer.

28          NEW SECTION. SECTION 21. DEPARTMENT OF ADULT DETENTION.  
29 Effective January 1, 1983, there shall be established a  
30 Department of Adult Detention. The department shall be  
31 responsible for the administration and operation of the King  
32 County Jail and alternate detention programs. The functions of  
33 the department include:

1           A. House adult persons arrested and charged with a criminal  
2 offense prior to trial or sentencing;

3           B. House adult persons following sentencing;

4           C. House adult persons following conviction of a criminal  
5 offense and serving terms not exceeding one year;

6           D. Administer and operate work release programs or other  
7 programs providing alternatives to confinement in the jail, as  
8 well as services or support function directed to reduction of  
9 the jail's population;

10          E. Provide administrative and support services, and inmate  
11 social services.

12           NEW SECTION. SECTION 22. DEPARTMENT OF HUMAN RESOURCES.

13           Effective January 1, 1983, there shall be established a  
14 Department of Human Resources. The department is responsible to  
15 manage, be fiscally accountable for the following assigned  
16 programs and divisions:

17           A. DIVISION OF HUMAN SERVICES. The functions of the  
18 division include:

19           1. Manage and operate an involuntary treatment program.

20           2. Allocate funds to agencies for the provision of mental  
21 health and developmental disability and aging services; and  
22 accordingly, write applicable contracts, verify billings and  
23 authorize fiscal reimbursement.

24           3. Provide staff support and liaison to appropriate  
25 advisory boards and other governmental agencies in their  
26 performance of planning and allocation processes.

27           4. Provide information and referral services to the  
28 general public.

29           B. DIVISION OF COMMUNITY SERVICES.

30           1. The principal function of the division is to manage  
31 and operate the following programs:  
32  
33

- 1 a. Community youth services programs
  - 2 b. Veteran's Relief
  - 3 c. Women's Program
  - 4 d. Cooperative Extension Service
  - 5 e. Public Defense
  - 6 f. Head Start, unless the county declines to act as
  - 7 grantee.
- 8 2. The management function, as appropriate, shall include:
    - 9 a. The development of annual plans for service;
    - 10 b. The development of annual operating budgets for the
    - 11 review and approval of authorizing funding agencies;
    - 12 c. The development and implementation of program
    - 13 modifications necessitated by changes in funding levels or
    - 14 policy;
    - 15 d. The delivery of services to the public, or the
    - 16 allocation of funds for contracted services, as applicable;
    - 17 e. The monitoring of program services including, as
    - 18 applicable, the enforcement of appropriate negotiated contracts
    - 19 between the county and service providing agencies.
  - 20 3. As a subordinate function the division, as necessary,
  - 21 shall provide information and referral services to the general
  - 22 public.

23 NEW SECTION. SECTION 23. DEPARTMENT OF JUDICIAL  
24 ADMINISTRATION. Under the provision of Section 350.20.20 of the  
25 Home Rule Charter, the priority function of the department is to  
26 be responsible for efficiently managing and maintaining the  
27 official court files, records and indexes necessary for the  
28 administration of the court system. In addition, the department  
29 is responsible to provide staffing to support the recording of  
30  
31  
32  
33



1 Superior Court proceedings as required by statute.

2 NEW SECTION. SECTION 24. DEPARTMENT OF PUBLIC HEALTH.

3 A. The department is responsible for providing public  
4 health services to county residents including programs related  
5 to:

- 6 1. Prevention, control and treatment of communicable  
7 diseases, environmental health hazards and other medical and  
8 dental problems, including alcoholism and substance abuse;
- 9 2. Provision of emergency medical treatment by paramedics  
10 and coordinating the provision of related services;
- 11 3. Operation of the office of the medical examiner;
- 12 4. Maintaining and providing vital statistical data;
- 13 5. Providing through a contractual agreement with the  
14 Department of Adult Detention, medical and dental services to  
15 jail inmates.

16 B. The specific organization structure of the department  
17 shall be dependent upon:

- 18 1. Provisions of the public health protocol for  
19 agreement, approved per Motion 5130; and
- 20 2. The completion of activities provided in said protocol  
21 for agreement, approved per Motion 5130, specifically related to  
22 a. The status of personnel;  
23 b. The next applicable collective bargaining agreements  
24 to be negotiated; and
- 25 3. Budgeting decisions to be made preparatory to January  
26 1, 1983, based on recommendations to be made by the executive as  
27 approved or modified by the Council.

28 C. The executive shall, as part of his recommended 1983  
29 operating budget, submit a detailed proposal to identify and  
30 resolve outstanding issues, with proposed time frames for  
31 completion, resulting in a recommended organizational structure,  
32

1 agreeable to all parties or participating units of government.

2 NEW SECTION. SECTION 25. EXECUTIVE BRANCH OF COUNTY  
3 GOVERNMENT - POLICY REGARDING ORGANIZATIONAL STRUCTURE.

4 A. ORGANIZATION STRUCTURE. The organization of the  
5 executive branch, as described in this section of the code, is  
6 intended to comply with Article 3 of the County Charter.  
7 Accordingly, the executive branch shall consist of:

8 1. The county executive;

9 2. The deputy county executive who shall be that officer  
10 fulfilling the duties and responsibilities of the position  
11 identified in the charter as County Administrative Officer;

12 3. Specific organizational units classified  
13 "administrative offices" assigned to the Deputy County  
14 Executive, having a specified function by which it will assist  
15 that officer in performing assigned responsibilities;

16 4. Specific organizational units, classified "executive  
17 departments" determined by major assigned function or process.  
18 Executive departments shall be categorized as follows:

19 a. Line departments, having the responsibility for the  
20 provision of specific governmental services to or for the  
21 residents of the County;

22 b. Staff departments, having the responsibility for the  
23 provision of administrative services to or for the various  
24 agencies of County government;

25 5. Specific organizational units within departments,  
26 where created by ordinance, classified "divisions", to which  
27 will be delegated the responsibility of efficiently and  
28 effectively carrying out assigned departmental functions.

29 B. UNIT TITLES. Titles of agencies of the executive branch  
30 of county government as used in this ordinance shall be the  
31 official organizational unit titles. Where necessary or  
32

1 appropriate, the Clerk of the Council is authorized to change  
2 the titles of executive branch agencies where appearing in other  
3 ordinances or sections of the code to conform with the unit  
4 titles used herein.

5 NEW SECTION. SECTION 26. CAREER SERVICE EXEMPTIONS.

6 A. Exemptions from the requirements of the career service  
7 personnel system shall be consistent with the provisions of  
8 Section 550, and Sections 350.10 and 350.20 of the King County  
9 Charter. Key subordinate units, as determined by the County  
10 Council, and departmental divisions shall be considered to be  
11 executive departments for the purpose of determining the  
12 applicability of the Charter provisions.

13 B. Accordingly, directors, managers and supervisors of  
14 departments, divisions, key subordinate units as determined by  
15 the County Council, and other units of governments as required  
16 by law, shall be exempt from the requirements and provisions of  
17 the career service personnel system. In this regard:

18 1. Recognizing the professional nature of the program and  
19 the selection process referenced in K.C.C. 2.60, the  
20 administrator of the public defense program shall be an exempt  
21 position.

22 2. Recognizing the nature of the program and the public  
23 policy implications involved, the administrator of the  
24 affirmative action program shall be an exempt position;  
25 PROVIDED THAT, should personnel, presently filling the position,  
26 have career service status, the position shall not become exempt  
27 until a vacancy occurs.

28 SECTION 27. Ordinance 5559, Sections 1 through 7, and  
29 K.C.C. 2.16.110 are hereby amended to read as follows:  
30  
31  
32  
33

1 APPOINTMENT AND CONFIRMATION OF EXEMPT OFFICIALS.

2 A. Appointments by the County Executive. The County  
 3 Executive shall appoint the Deputy County Executive and the  
 4 director of each executive department, except the Department of  
 5 Assessment, PROVIDED that the director of the Department of  
 6 Youth Services and the Department of Judicial Administration  
 7 shall be selected by the Executive from a list of at least three  
 8 persons submitted by the Superior Court judges.

9 B. Office Appointments. The Deputy County Executive,  
 10 shall appoint the director of each administrative office.

11 C. Departmental Appointments. The director of each  
 12 executive department, at the discretion of the County  
 13 Executive, shall appoint exempt employees of his or her  
 14 department as provided in Section 550 of the Home Rule Charter.

15 D. Confirmation and Approval.

16 1. All appointments by the County Executive shall be  
 17 subject to confirmation by a majority of the County Council  
 18 except exempt personnel assigned to his personal staff.

19 2. All appointments to positions of division manager or  
 20 office director not made by the County Executive shall be  
 21 subject to approval by the County Executive.

22 ~~(( Executive-Appointments---Confirmation-by-Council-~~

23 ~~A---POLICY---Under-the-provisions-of-Section-340-of-the-Home-~~  
 24 ~~Rule-Charter, the-appointments-by-the-County-Executive-shall-be-~~  
 25 ~~subject-to-confirmation-by-a-majority-of-the-County-Council-~~  
 26 ~~The-Council-intends-to-set-policy-regarding-the-status-of-~~  
 27 ~~Executive-appointees-prior-to-confirmation-by-the-Council-and-~~  
 28 ~~the-status-of-Executive-appointees-confirmed-by-the-Council-~~

29 ~~It-is-in-the-public-interest-that-confirmation-processes-be-~~  
 30 ~~conducted-in-a-timely-manner-to-insure-the-continuity-of-County~~  
 31

1 ~~government-))~~

2 E. CONFIRMATION POLICY.

3 ((B)) 1. APPOINTMENTS-STATUS. All individuals appointed  
4 by the County Executive, per Section 340.40 of the Home Rule  
5 Charter, shall serve in an acting capacity, unless confirmed by  
6 the Council.

7 ((C)) 2. APPOINTMENTS-REFERRAL TO THE COUNCIL FOR  
8 CONFIRMATION. Within seven calendar days of any Executive  
9 appointment which is subject to Council confirmation, the  
10 Executive shall deliver written notice of said appointment to  
11 the Council accompanied by a proposed motion confirming the  
12 individual.

13 ((D)) 3. CONFIRMATION BY THE COUNCIL. Upon the receipt  
14 of the notification by the Executive of an appointment,  
15 accompanied by the proposed motion, the Council shall act to  
16 consider confirmation of the appointment within ninety days.  
17 Approval of the introduced motion by a majority of the Council  
18 shall constitute confirmation of the appointee. Once  
19 confirmed, the appointee is no longer serving in an acting  
20 capacity.

21 ((E)) 4. EVALUATION CRITERIA. In considering the  
22 confirmation of Executive appointments to offices of management  
23 level responsibility, the Council shall base its review on the  
24 ability of the appointee to meet the following criteria:

25 ((1)) a. A demonstrated reputation for integrity and  
26 professionalism.

27 ((2)) b. A commitment to and knowledge of the  
28 responsibilities of the office.

29 ((3)) c. A history of demonstrated leadership,  
30 experience and administrative ability.

31 ((4)) d. The ability to work effectively with the  
32 Executive, the Council, other management, public agencies,  
33

1 private organizations, and citizens.

2 ((5)) e. A demonstrated sensitivity to and knowledge of  
3 the particular needs and problems of minorities and women.

4 ((F)) 5. REQUIRED DOCUMENTATION TO BE SUBMITTED TO THE  
5 COUNCIL. The appointee, prior to review of the appointment by  
6 the Council, shall submit to the Chairman:

7 ((1)) a. A full and complete resume of his/her  
8 employment history, to include references attesting to the  
9 stated employment experiences.

10 ((2)) b. A signed statement acknowledging that the  
11 Council's confirmation process may require the submittal of  
12 additional information relating to the background and expertise  
13 of the appointee.

14 ((G)) 6. MINIMUM PROCEDURES. Upon receipt of an Executive  
15 appointment, the chairman or his delegate, subject to the  
16 Council's rules of procedure, shall notify Councilmembers of the  
17 appointment and attempt to allow a minimum of one work week for  
18 individual members to submit written questions to the reviewing  
19 committee.

20 It is understood that written inquiries submitted to the  
21 reviewing committee, by individual Councilmembers, may require a  
22 written response from the appointee or the Executive, in matters  
23 pertaining to the process of appointment and other pertinent  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33

1 employment policies of King County.

2 NEW SECTION. SECTION 28. LIABILITY. Nothing contained in  
3 this ordinance is intended to be nor shall be construed to  
4 create or form the basis for any liability on the part of the  
5 county, or its officers, employees or agents, for any injury or  
6 damage resulting from any act or omission in connection with the  
7 implementation or enforcement of this ordinance on the part of  
8 the county by its officers, employees or agents.

9 SECTION 29. Ordinance 1205 as amended, and K.C.C. 2.84 are  
10 hereby repealed.

11 INTRODUCED AND READ for the first time this 1st day  
12 of March, 19 82.

13 PASSED this 19th day of July,  
14 19 82.

15 KING COUNTY COUNCIL  
16 KING COUNTY, WASHINGTON

17  
18 ATTEST:

Lois North  
Chairman

19 Dorothy M. Owens  
20 DEPUTY Clerk of the Council

21 APPROVED this 30th day of July  
22 19 82.

Randy Reelle  
King County Executive

EXECUTIVE ORGANIZATION  
Revision of KCC 2.16  
King County Ordinance 6066

6066

<u>Sec.</u>	<u>Title</u>	<u>KCC Sec.</u>	<u>Page</u>
1	Purpose	---	1
2	Transitory Section - repealed	2.16.010	1
3	-same-	2.16.020	1
4	General provision - repealed	2.16.030	2
5	PUBLIC WORKS	2.16.040	2
6	P & CD	2.16.050	6
7	PUBLIC SAFETY	2.16.060	11
8	BUDGET & PROGRAM DEVELOP. - repealed	2.16.070	13
9	Effective date - repealed	2.16.075	13
10	EXECUTIVE ADMIN.	2.16.080	13
11	Appointments - repealed	2.16.090	19
12	Chief Offices - repealed	2.16.100	19
13	Combining functions - repealed	2.16.110	19
14	Effective date - repealed	2.16.120	19
15	REHAB SERVICES	2.16.130	19
16	STADIUM ADMINISTRATION	2.16.140	23
17	Juvenile Court Services	2.16.150	25
18	YOUTH SERVICES	2.16.160	27
19	OFFICE OF AGRICULTURE - repealed	2.16.170	29
20	DEPUTY COUNTY EXECUTIVE	NEW	29
21	ADULT DETENTION	"	30
22	HUMAN RESOURCES	"	31
23	JUDICIAL ADMIN.	"	32
24	PUBLIC HEALTH	"	33
25	Organizational Structure - Policy	"	34
26	Career Service Exemptions - Policy	"	35
27	Appointment & Confirmation - Policy	"	35
28	Exemption from liability - Policy	"	39
29	GENERAL SERVICES DEPT. - repeal	2.84	39