

Emergency Communication Fund

Managing Bureau: Bureau of Emergency Communications

Statement of Purpose: The Emergency Communication Fund is the operating fund for the Bureau of Emergency Communications (BOEC). Expenditures are related to emergency 9-1-1 call-taking and dispatch as well as to administrative support for these activities. Fund expenses include all Emergency Communications operating expenses.

Sources of Revenue: The largest amount of fund revenues include a transfer (monthly) from the General Fund, State 9-1-1 phone tax funds (quarterly from the State), and payments from other regional jurisdictions served by Emergency Communications (monthly). User jurisdictions, in addition to Portland, include Multnomah County and the Cities of Gresham, Troutdale, Fairview, Maywood Park, and Wood Village.

In addition, miscellaneous revenue is received primarily from the Port of Portland for CAD (Computer Assisted Dispatch) system use at the PDX airport; payment from public and private attorneys, media companies and individuals for requests for 9-11 call recordings and other call information; and State of Oregon reimbursement for GIS (Geographic Information System) updates to the master street address guide and geographic special data to support 9-1-1 operations. Periodically grant funds are received, usually from Federal sources such as the Homeland Security UASI (Urban Area Security Initiative), for specific BOEC 9-1-1 projects.

BOEC funds and resulting fund balance sourced from the general fund are committed to use by BOEC for the 9-1-1 operations program or any other projects approved by Council. Fund balance, if sourced from grant funds, is restricted to the approved grant project.

Contingency Requirements: Per Financial Policy 2.04, contingency funds should be used to address reasonable but unforeseen requirements within the fiscal year. There are no minimum or maximum contingency requirements for the Emergency Communications Fund.

Reserve Requirements: There are no reserve requirements for this fund.

Disposition of Funds: In the event the fund is closed, all remaining resources shall be reviewed to determine source and appropriate disposition. The primary source of the fund balance is resources from the General Fund. However, at the end of the fiscal year and prior to the year-end financial review and partner refund process, there would likely be monies within the fund balance that must be refunded to the partner agencies. These resources are typically refunded in January or February after the CAFR is available. If the fund were closed and this refund process had not yet occurred, then a review and refund of the partner share component would need to occur. After that action, all remaining resources shall revert to the General Fund.