



Executive Department

155 COTTAGE STREET N.E., SALEM, OREGON 97310

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Governor Atiyeh

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Roy E. Lieuallen, Chancellor
Department of Higher Education
P.O. Box 3175
Eugene, OR 97403

Dear Lew:

The Executive Department recently conducted a resource sharing survey. Agency responses identified a broad sharing of equipment, personnel, systems, and space usage. It is apparent there is little reluctance on the part of agency managers and personnel to borrow or share resources.

Many agency personnel requested a survey summary be made available to them. We have attempted to summarize the survey findings in a format for quick reference. This information has long-term reference value. It could also be aligned with the agencies' productivity improvement effort.

The Executive Department does not see the need to establish a formal, centralized resource sharing process, but encourages all agencies to continue the informal sharing currently taking place. However, agency personnel should continue to coordinate with Executive Department personnel when attempting to locate a resource not available to them.

We have not written the institutions in the System of Higher Education. Perhaps you could discuss it with them at your next meeting.

For details and questions contact Chuck Crump, Management Supervisor, Budget and Management Division, at 378-4833.

Sincerely,

Robert W. Smith
Director

RWS:dd

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SECTION I. PARTICIPATING AGENCY LIST

Agencies in resource sharing indicating current involvement are:

- Board on Police Standards and Training (BPST)
- Commission for the Blind
- Military Department
- Department of Agriculture
- Economic Development Department
- Bureau of Labor and Industries
- Travel Information Council
- Executive Department
 - Accounting Division
 - Budget and Management Division
 - Data Systems Division
 - Emergency Services Division
 - Labor Relations Division
- State Scholarship Commission
- Department of State Police
- Oregon Public Employees' Retirement System (PERS)
- Department of Geology and Mineral Industries
- Department of Energy
- Department of Human Resources (DHR)
 - Office of the Director and Administration
 - Adult and Family Services Division (AFS)
 - Children's Services Division (CSD)
 - Corrections Division
 - Oregon State Correctional Institution (OSCI)
 - Oregon State Penitentiary (OSP)
 - Employment Division
 - Health Division
 - Mental Health Division
- Department of Fish and Wildlife
- State Library
- Oregon Government Ethics Commission
- State Marine Board
- Department of Commerce
- Division of State Lands
- Department of Land Conservation and Development (DLCD)
- Employment Relations Board (ERB)
- Forestry Department
- Public Utility Commissioner (PUC)
- State Treasurer
- Department of General Services
- Department of Revenue
- Fire Standards and Accreditation Board
- Department of Transportation (DOT)
- Department of Justice
- Oregon State Fair and Exposition Center
- Commission on Judicial Fitness
- Department of Higher Education
 - Oregon State University (OSU)
 - University of Oregon (U of O)
 - University of Oregon Health Sciences Center (UOHSC)
- Oregon Legislative Information System (OLIS)
- Portland Metropolitan Local Government Boundary Commission
(Portland Metro LGBC)

SECTION II. CURRENT RESOURCE SHARING

A. EQUIPMENT

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>	<u>User Agency(ies)</u>
Aircraft	Forestry, DOT-Aeronautics, State Police	State Lands; DHR-Mental Health, Health; Revenue; Economic Development; Geology and Mineral Indus- tries; and many others
Wang word processing	DHR-CSD	Revenue
Large copy equipment	DOT-Highway	State Library
Audio visual equipment	Fish and Wildlife, Executive	Many agencies
Microfiche processing	Executive	State Treasurer, DHR
Data processing line and printer	Veterans' Affairs	General Services
Data processing bursting and decol- lating equipment	Veterans' Affairs	General Services
Computer for mapping	Higher Education-U of O	Revenue
Graphics system	DOT	DHR, Marine Board
Training records tracking system	DOT	DHR
Cardio pulmonary resusitation (CPR) training equipment	DHR-CSD, Corrections, Executive-Emergency Services	DOT
Electronic mail, data system compon- ents, printers, OCR's, photocompo- sition of Attorney General opinions	OLIS expertise	Justice
Film projectors	Executive-Personnel, DOT, DHR-Employment and AFS	Economic Development and many others

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>	<u>User Agency(ies)</u>
Field radio communication system	Forestry	Fish and Wildlife, Agriculture, General Services, and others
Mountain top repeater	Forestry	Fish and Wildlife, Forestry
Mobile radio units	Forestry	Fish and Wildlife
Photography equipment	State Police and DOT-Highway	Many agencies.
Laboratory equipment	State Police and DOT-Highway	Many agencies.
Hearings equipment	DOT and Military	State Police; DHR-Corrections-OSCI; and Agriculture
Radio equipment	Forestry	Agriculture
Large computer systems sharing	Executive and DHR	DHR and Executive
Computer systems	Executive-Data Systems	PERS, Fish and Wildlife Blind Commission and others
Computer terminal	DHR	DHR divisions, Attorney General and County District Attorneys, Workers' Compensation Dept.

B. PERSONNEL AND PERSONNEL SERVICES

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>	<u>User Agency(ies)</u>
Data processing programmers	Executive	Revenue and Marine Board
Investigators	DHR-Health, State Board of Pharmacy	DHR-AFS
Court appearance of expert witness	State Police	Many agencies
Information exchange	DHR-Mental Health, Physical Plant Superintendent	DHR-CSD and Corrections
Radio systems staff	Forestry	Agriculture, General Services, State Lands, DHR-Corrections-OSP and OSCI
Training program	PUC	DOT, State Police, General Services, and Economic Development
Provider of paid unemployment checks	DHR-Employment	DHR-AFS
Vehicle towing	DOT-Highway	Many agencies
Job rotation assignments	DOT, Revenue, PUC, Higher Education, and others	Executive, Budget and Management
Job exchange program	DHR	DHR divisions

C. SPACE

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>	<u>User Agency(ies)</u>
Field office space	DLCD	Portland Metro LGBC, Economic Development (Medford), and Higher Education-Eastern Oregon State College (La Grande)
Meeting rooms, etc.	DHR-AFS, Forestry	DHR-CSD, Employment, Vocational Rehabilitation, Justice-Support Enforcement; Fish and Wildlife; and State Police
Office, dormitory, and classrooms	Higher Education-OCE	BPST
Truck and vehicle storage	DOT-Highway	Many agencies

SECTION III. RESOURCES AVAILABLE TO STATE AGENCIES

A. EQUIPMENT

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>
Boat	State Lands
Graphics equipment	State Lands and DOT
Wang and word processing	DHR-Corrections-OSCI
Portable microfilm unit	DHR-AFS
Video recorder and playback unit	DHR-AFS
Truck/extendible tower (cherry picker), forklift, backhoes, grounds equipment	DHR-AFS
State camera	PUC
Tele-Copier	State Treasurer
Lawnmower, hydraulic lift, other specialized vehicles	General Services
Sweeper vacuum	General Services
Paper shredder, postal equipment	Revenue
Xerox 9200 and 9400 copiers and other copy equipment	Revenue
Cheshire labeler, mapping system (computer assisted mapping)	Revenue
Reverse communication network	Fire Standards and Accreditation Board
Reference library for fire protection	Fire Standards and Accreditation Board
Training shops, printing, wood, and metal work	DHR-Corrections-OSCI
Central freezer, laundry	DHR-Corrections-Penitentiary Industries
Data base/data dictionary	DHR
Milk processors, feed mill, crane	DHR-Corrections-OSCI
Dump truck, gymnasium, underground pipe and cable locator and water leak detector	DHR-Corrections-OSCI

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>
Portable gas driven welders and generator	DHR-Corrections-OSCI
Infra-red mapping services	Military
Sewing machine, Portable air compressor, jack hammer, small gas engine, electric portable paint compressor, hydro paint machine, hydraulic platform, portable water pumps, eight foot metal brake, four foot metal shear, deadweight gauge tester, video-tape, projectors, automotive equipment and services, printing equipment, carpentry, electronic equipment, and LEADS teletype terminal	DHR-Corrections-OSCI
Safety films, mail insert machines	DOT-Motor Vehicles
Jet boat, garbage truck, sawmill, and drift boats	DOT
Truck tractors, stripping work, and pavement burners	DOT-Highway
Envelop stuffer	Commerce

B. PERSONNEL AND PERSONNEL SERVICES

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>
Administrative support services, fully centralized	PUC
Property appraisers, grounds consultants, and tree plant sprayers	Agriculture
Property Appraisers	Revenue
Graders	DOT-Highway
Assistance in fire protection matters	Fire Standards and Accreditation Board
Arson	State Police
Agriculture Consulting	Higher Education-OSU
Milk processing and disease control	Agriculture
Inspection and consulting	DHR-Health
Wood lot management	Forestry
Investigation, observation	State Police
Water rights research	Water Resources
Fire safety inspection and consulting	Commerce-Office of State Fire Marshal
Radio Technicians	Forestry
Evaluation and inmate assistance to DHR-Corrections	DHR-Vocational Rehabilitation
Entomologists	Forestry
Agronomists	Higher Education-OSU
Field maintenance personnel	DOT-Highway
Biological staff	Fish and Wildlife
Economists, agriculture chemistry lab, animal diagnostic lab, and seed lab	Higher Education-OSU
Graphics staff	State Lands, PUC, General Services, and Revenue
Land use experts	DLCD

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>
Mag cards converted to text processing and Wang floppy disc	DHR-AFS
Media specialist, graphic artist and ability to build slide tape presentations (Caramate), consulting services, investigations, and fair hearings statewide	DHR-AFS
Energy auditors	DHR-Mental Health and Corrections-OSCI
Mixture of skilled personnel	Forestry
Hearings examiner	PUC
Telecommunication and telephone specialists	General Services
Heating, air conditioning, chemist and lab	General Services
Bargaining, central and agency	Executive, Labor Relations
Cost appraisals, drafting, and audits	Revenue
Fire protection assistance	Fire Standards and Accreditation Board
Medical/dental staff, emergency medical and dental units, inmate manpower, plumber, electrician, steam plant consultants, and Wang word trainers	DHR-Corrections -OSCI
Sign shop service, engineers and designers, bridge inspection, CPR, defensive driving, computer forecasters public information staff, water and sewer engineers, landscape designers, architects, and archeologist	DOT divisions
Librarian, research analyst	Economic Development
Parking information and permits	General Services
Planning and layout of space	DHR-Corrections-OSCI
Data base/data dictionary experience and expertise	DHR

C. SPACE

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>
Facilities for large capacity (i.e., charts, maps, etc.)	DOT-Highway
Conference and interview room	DHR-Corrections-OSCI
Auditoriums/training rooms	DHR-Employment, CSD; Executive; Fish and Wildlife, and State Capitol (at cost)
Meeting rooms	DHR-AFS
Meeting rooms	Forestry
Meeting rooms	DOT

D. PROGRAMS, MATERIALS, ETC.

<u>Resource(s)</u>	<u>Provider Agency(ies)</u>
Real estate and corporation information (no cost)	Commerce
Handwriting analysis	State Police
Appraisal data	Veterans' Affairs and Revenue
Timber cruising, computer programming, forest engineering program	Forestry
Composition procedure	Revenue
Job rotation and exchange concept	DHR
Preventative maintenance programs	DHR-Mental Health
Payroll interface	DHR-Mental Health
Vocational training	DHR-Corrections-OSCI
Criminal justice training	DHR-Corrections
Education and facilities regarding boating and boat safety	Marine Board
Grant application, solar class	Energy
Defensive driving	PUC, State Accident Insurance Fund Corporation
On-site student learning	Higher Education-University of Oregon Health Sciences Center Dental School

SECTION IV. IDENTIFIED NEED FOR RESOURCE

<u>Resource Needed</u>	<u>Agency Needing Resource</u>
Computer billing system for a small agency	Travel Information Council
Word processing equipment	Bureau of Labor and Industries
Data processing equipment	Bureau of Labor and Industries
Access to computer terminal	Bureau of Labor and Industries
Specialized graphics	BPST
Photographer	BPST
Communication system	BPST
Composer (IBM Selectric, or better)	DHR-AFS
Heavy duty shredder	DHR-AFS

SECTION V. INNOVATIVE RESOURCE SHARING IDEAS

<u>Innovative Idea</u>	<u>Agency</u>
Dvorak "Expertise"	PERS
Full range graphic capabilities for pending multicolor maps and charts	Geology and Mineral Industries
Shared lease agreement for reproduction equipment	Oregon Government Ethics Commission
Use word processing equipment on different shifts/no cost except for materials.	DHR-Corrections-OSCI
Consolidate purchasing functions, utilize exam and purchasing mechanism between commonly housed agencies.	Commerce
Staffing exchange between boards and divisions to meet peak workload periods and to cover for vacation and illness	Commerce
Law Enforcement Data System terminal shared by local offices of both divisions	DHR-AFS and Corrections

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