Oregon's County Law Libraries

Final Report to the LSTA Project Planning Committee
Oregon Council of County Law Libraries

12/09/2010

Ruth Metz Associates

This project and report is supported by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Oregon State Library.

ACKNOWLEDGEMENTS

I wish to acknowledge and thank the regional consultants who visited Oregon's county law libraries and conducted interviews of county and law library representatives. They are Aletha Bonebrake, Connie Christopher, Maggie Meredith, Pam North, Wyma Rogers, and Timothy Smith. Thanks to Thomas Sponsler, Of Counsel to Beery, Elsner, and Hammond, LLC for his assistance with aspects of this report. Thanks in particular, to OCCLL-LSTA Project Director, Martha Renick, for her leadership in this endeavor and to the other members of the Steering-Planning Committee who have helped implement the study and provided information and feedback.

OCCLL-LSTA Project Steering-Planning Committee

Martha Renick, Law Librarian, Marion County

Jacquelyn Jurkins, Law Librarian, Multnomah County

Peggy Schultz, Law Librarian, Linn County

Linda Falken, former Law Librarian, Lane County

Jennifer Dalglish, Law Librarian, Clackamas County

Laura Orr, Law Librarian, Washington County

Sarah Burford, former Law Librarian, Umatilla County

Maggie Meredith, Librarian and Regional Consultant

Diana Hadley, Law Librarian, Douglas County

Table of Contents

EXECUTIVE SUMMARY 5
Project Purpose 5
What Is 5
What Could Be 5
How to Make it Happen 6
In Conclusion 6
Recommendations 6
Next Steps 8
INTRODUCTION AND BACKGROUND 12
LSTA Project 12
Study Methodology 13
Legal Basis for County Law Libraries 13
Issues of Concern 14
CURRENT CONDITIONS 15
Service Level Designations 15
Governance, Administration, and Location 16
Who Uses County Law Libraries 17
Library Services 19
Library Collections 22
County Law Library Staffing 23
Revenues 25
Expenditures 25
CONCLUSIONS 28
How to Make it Happen 30
APPENDICES 33
Appendix A: Interview Directory 34
Appendix B: County Law Library Interviews: Charts 35
Appendix C: Judge/Attorney Survey Report 42
Appendix D: Database Costs 51
Appendix E: Job Title, Persons-in-Charge of County Law Libraries, August 2010 53
Appendix F: Brief Description of Library Collection 55
Appendix G: Revenue, General Population, Attorney Population by County 58
Appendix H: Adopted Budget Operating Expenditures FY009/10 60
Appendix I: Service Levels, Staffing, Population, and Revenue Per Capita 62

PREFACE

This report is the culmination of a process that began in May 2010 with site visits and interviews at Oregon's 36 county law libraries. The report evolved as work with the Planning Committee and the county law librarians progressed. Successive report drafts were produced to coincide with meetings of the project Planning Committee and the OCCLL fall 2010 general meeting of county law librarians. This is the final report. The following chronology lists the milestones of the process.

May 11, 2010	First Planning Committee Meeting: work plan and project launch
June – August	On-site visits and person-in-charge interviews of 36 county law libraries; collect and analyze data using SurveyMonkey
August 18, 2010	Second Planning Committee Meeting and review of Report draft #1: Preliminary report of interview findings
Sept 6 – Oct 5, 2010	Attorney and judge on-line survey: County Law Libraries
September 18, 2010	Third Planning Committee meeting: to discuss and prepare recommendations for the upcoming county law librarians October 23rd meeting.
October 10, 2010	Fourth Planning Committee Meeting and review of Report draft #2: Current Conditions, including attorney and judge survey results and recommendations for upcoming October 23rd county law librarians' meeting (OCCLL Fall meeting)
October 23, 2010	Fall OCCLL general meeting: review of Report draft #3, incorporating direction of the preceding Planning Committee meeting
November 15, 2010	Report draft #4, incorporating the direction of the preceding general membership meeting. Presentation of findings and recommendations of the study to the AOC Task Force on County Law Libraries; copies of draft #4 provided to those present.
November 17, 2010	Fifth meeting of the consultant with the Planning Committee: development of action plan content
November 23, 2010	Action Plan provided to Planning Committee for review and comment
December 3, 2010	Draft final report provided to Planning Committee
December 9, 2010	Final report provided to Planning Committee, incorporating Action Plan.

EXECUTIVE SUMMARY

Project Purpose

In January 2010 the Oregon State Library awarded to the Oregon Council of County Law Libraries (OCCLL) a federal Library Services and Technology Act (LSTA) grant. The purpose of the grant was to improve and extend county law library services throughout Oregon. The project scope of work was to:

1. survey, assess, and report on current conditions statewide as the basis for planning with the OCCLL;
2. facilitate planning with the Project Planning Committee; and
3. develop with the Project Planning Committee an action plan for improving and extending county law library services in Oregon.

What Is

Each of Oregon's 36 counties receives court filing fee receipts to fund their county law libraries. The primary purpose of Oregon's county law libraries is to provide legal collections and related services to attorneys and litigants. Many of the libraries also serve judges and their staff, county officials and staff, pro se litigants and various segments of the general public.

Oregon's county law libraries are dramatically different from one another in their funding levels and therefore in staffing and service levels. In over half of the counties, library services are virtually non-existent. There are three service-level categories:

a. 19 counties with no trained staff expressly for the library and no services;
b. 11 counties with part-time, trained staff expressly for the library; 6-32 regularly scheduled hours per week of staffed operations;
c. 6 counties with at least 1.0 FTE library staff designated to operate a library which is staffed and open at least 40 hours per week.

Oregon needs a new service model that more efficiently delivers services at the local level across the State. The current model is failing to provide adequate services in more than half of the counties of the State. With a new model, services would more efficiently and effectively serve the legal resource needs of Oregonians.

What Could Be

Counties control county law library resources. They could voluntarily modernize the law library service model through an intergovernmental agreement (IGA). The goal of the IGA would be to deliver effective, efficient, and equitable access to legal materials throughout Oregon. The counties together could set up a structure in the IGA for administering a cross-county service plan. Ideally, all of the counties would participate, but a few of the counties could start with others joining in, as the model gathers momentum. The metro counties could begin the process because they have the best-resourced county law libraries.

If counties are unwilling or unable to transact an intergovernmental agreement to modernize county law library services in Oregon, the authority to do so could be transferred by the State Legislature to another authority through the legislative process. The most likely authority is the State of Oregon Law Library.

How to Make it Happen

The metro county law libraries should lead the way. Clackamas, Multnomah, Washington, Marion, and Lane county law librarians should immediately begin advocating and planning for the IGA and the implementation of specific services. Their governing authorities should support the cooperative initiative by allocating county law library resources in an equitable way to help fund the initiative. Pooling some of their county law library funding together with future grant funding to enhance access to law library resources will benefit their residents, other counties, and residents of the State. Other counties should be invited to participate.

These counties should begin by collectively commissioning statewide database licensing and standard book purchases to take effect in the next year. They should begin planning a law library web-based portal including real-time reference help. The portal should also provide selected legal databases and digitized content. Legal materials unique to Oregon and not available electronically should become available through a concerted, collective effort of these counties to digitize and make these collections searchable and retrievable on-line.

If the metro counties are unwilling or unable to bring about an IGA in a timely manner for this purpose, the legislature should revise the relevant legislation, giving another entity authority to implement a model for law library services in Oregon. The most likely entity is the State of Oregon Law Library. Time is of the essence. The OCCLL leadership should continue to be involved in the service model development and administration.

In Conclusion

Oregon needs a new model for providing county law library services. A new model can convert a failing and at-risk service model into a best-practices model, one that will more efficiently and effectively serve Oregon. The counties can elect to begin to develop this model through an IGA among some or all of the counties. The metro law libraries and their governing authorities should lead the way. However, if counties are unwilling or unable to bring about such an IGA in a timely way, the State Legislature should authorize another entity to do so. The most likely entity is the State of Oregon Law Library.

Recommendations

1. The OCCLL leadership should immediately begin to implement its Action Plan. The OCCLL leadership Action Plan includes:

    a. cooperating in an umbrella database purchasing plan under development by Cathryn Bowie, Electronic Services Librarian

    b. making the case with county law library governing officials to establish through an IGA a service model and funding plan, starting with the metropolitan county

law libraries; establishing within the IGA a formal structure for administration of the plan

c. preparing for the submission of an LSTA grant in April 2011, 2012, and 2013 to combine with county law library resources for implementation of new-model services, such as those recommended in #3 below.

d. Communicating and coordinating with the OCCLL, the Oregon State Librarian, the State of Oregon Law Librarian, the Oregon Library Association, and the Association of Oregon Counties (AOC).

2. The metropolitan county law librarians for Clackamas, Multnomah, Washington, Lane, and Marion counties should immediately advocate with their governing authorities for an IGA to formalize a structure for undertaking and funding a cooperative service plan. Other counties should be apprised of this initiative and invited to participate. The goal of the service plan should be to make law library resources more accessible to the IGA participants and to all Oregon county law libraries and those they serve. The goal should also be to make county law library services more efficient. Service plan projects should include:

   a. the creation of an online union catalog;

   b. virtual services through an interactive web portal for attorney and public use;

   c. the identification and digitization of unique collections and protocols for statewide use of these collections.

3. The OCCLL leadership should use its remaining current LSTA grant funds to develop the IGA with the assistance of an attorney. The purpose, governance, services, and funding of the selected services should be described. The IGA can be amended over time as needed.

4. The OCCLL leadership should enlist in this endeavor the support and cooperation of Oregon State Librarian Jim Scheppke, Cathryn Bowie, Electronic Services Librarian, State of Oregon Law Library, and the Oregon Library Association. The OCCLL leadership should apprise the Association of Oregon Counties through its Task Force on County Law Libraries and the Oregon State Bar Association and seek the support of these organizations.

5. Alternatively, if counties are unwilling or unable to effect the recommended IGA in a timely way, the State Legislature should revise county law library legislation to transfer authority to do so to another entity. The most likely entity is the State of Oregon Law Library. Such legislation should require that the State of Oregon Law Library provide a law library plan of service for Oregon. The OCCLL leadership should continue to be involved in the development and administration of the model and service plan.

Next Steps

The following Action Plan was developed by the OCCLL Planning Committee on November 17, 2010. The OCCLL leadership should proceed with this action plan. However, should the metro counties be unwilling to pursue in a timely manner a new model through an IGA, the OCCLL leadership should work with the Oregon State Law Librarian, the Oregon State Librarian, and the Oregon Library Association to initiate revised legislation as soon as possible.

OCCLL Leadership Action Plan		
What	**Who in OCCLL**	**When**
Online Databases		
Give input and feedback to Cathryn Bowie, State of Oregon Law Library's Electronic Services Librarian, regarding an umbrella purchasing package for county law libraries	Martha Renick	November 2010 – to completion of package
Assist Cathryn in communicating with County Law Library persons-in-charge	Sarah Burford	November 2010 and on-going
Confer with Cathryn Bowie re: cooperative book purchasing potential	Martha Renick	November 2010 to completion as appropriate
Funding Plan		
The OCCLL Project Planning Committee will refine this report's three-year scenario for funding the cooperative service plan with estimates developed by Committee members	Martha Renick, Laura Orr, Peggy Shultz, Sarah Burford, Jacque Jerkins, Jennifer Dalglish, Diana Hadley	By February 28, 2011
Intermediate steps:		
Discuss initial projects outline from this report with State Librarian, Jim Scheppke and Cathryn Bowie	Martha Renick	By December 31, 2010
Contact and update Planning Committee members who could not attend meeting	Laura Orr (Clackamas) Sarah Burford (Deschutes) Martha Renick (Lane)	By December 31, 2010
Review institute for Museum and Library Services (IMLS) grant guidelines	Linda Falken	By December 31, 2010 By February 1, 2011

OCCLL Leadership Action Plan		
What	**Who in OCCLL**	**When**
Develop project description and budget estimate for virtual services and online union catalog	Linda Falken, Sarah Burford	By February 28, 2011
Metro county law librarians develop a three-year IGA-participant funding plan companion to the LSTA funding scenario (that incorporates cost estimates from above activity)	Laura Orr, Martha Renick, Jacque Jerkins, Jennifer Dalglish?, others?	By March 15, 2011
Adjust three-year funding scenario in preparation for LSTA grant application.	Martha Renick	
Structure for OCCLL		
The OCCLL leadership will advocate for a structure that enables the county law libraries to efficiently administer their cooperative undertakings.	Martha Renick, Jacque Jerkins, Laura Orr, Peggy Schultz (others to be added pending contact)	Immediately
IGA option: use the current LSTA grant funds for a consultation with Thomas Sponsler, Beery Elsner and Hammond to determine the procedural next steps and cost estimate	Martha Renick	Immediately
Legislative option: discuss with Alex Cuyler the feasibility and practicality of amending the bill now in process re: county law libraries	Martha Renick	Immediately
LSTA Grant Application		
The OCCLL leadership will prepare a proposal for the LSTA funding share of the first year of the three-year scenario. The first year grant application should include a project coordinator as well as funding for the development of one or more service elements such as a statewide online union catalog of holdings.	Martha Renick	By April 1, 2011

OCCLL Leadership Action Plan		
What	**Who in OCCLL**	**When**
OCCLL Staff In the meantime, the OCCLL leadership will share the cost of a marketing and communications assistant. Improving and promoting the OCCLL web presence for attorneys and the public and keeping persons-in-charge of Oregon county law libraries informed and involved in the service plan development is crucial. This is not something the OCCLL leadership can do effectively without assistance.	Martha Renick to coordinate with participating county law libraries.	By July 1, 2011
Update and invite participation from all counties	Martha Renick	As soon as possible
Communicate and coordinate with stakeholders AOC Task Force Legislative Committee State Library and OLA Law Library Reference Roundtable	Martha Renick and Sarah Burford Jacque and OCCLL Communications Committee Martha Renick, Laura Orr	On-going On-going On-going

Oregon's County Law Libraries Report

12/09/2010
Ruth Metz Associates

INTRODUCTION AND BACKGROUND

LSTA Project

In January 2010, the Oregon State Library awarded to the Oregon Council of County Law Libraries (OCCLL) a federal Library Services and Technology Act (LSTA) grant. The stated purpose of the grant is to improve and extend county law library services throughout Oregon. The stated goal of the grant is "to improve the overall quality of Oregon county law library resources and services, so Oregonians shall have full and equal access to legal materials and appropriate assistance in their use."

The OCCLL formed in 1975 to improve service delivery across Oregon through interlibrary cooperation. Through this informal association, the libraries have:

- enabled document delivery and communication through a fax network and listserv;
- collected and published a directory and survey of the libraries biannually;
- provided staff education through its quarterly newsletter, "The Dialogue", "Primer of Procedure for the Small Library", "standards for a basic collection", a web-site with legal research guides, and numerous educational programs held statewide;
- provided consultative services to counties and staff in county law libraries.

The 2009 OCCLL Strategic Plan has specific goals and objectives for increasing cooperation and resource sharing among the libraries. The OCCLL leadership wants this grant project to collect relevant information from the libraries and help the OCCLL leadership prioritize the direction of the plan.

The OCCLL conducted a national search and hired Ruth Metz Associates (Consultant) of Portland, OR, to assist the OCCLL leadership with the project. Ruth Metz Associates is a national consulting firm that specializes in library strategic planning and organizational development. The project scope includes the following:

1. assess and report on current conditions statewide as the basis for planning with the OCCLL;
2. facilitate planning with the Project Planning Committee; and
3. develop, with the Project Planning Committee, an action plan for improving and extending county law library services in Oregon.

The OCCLL project proponents, the Steering Committee, enlarged that committee to form an LSTA Project Planning Committee (Planning Committee) comprised of county law library representatives from the regions. The purpose of the Planning Committee is to provide background information to assist the Consultant in obtaining study information, and to participate in the planning process, facilitated by the Consultant. While the Planning Committee advised the Consultant on the study design, the assessment of current conditions has been an independent task, objectively undertaken by the consultant.

Study Methodology

Between June and August 2010, Ruth Metz Associates' consultant team visited and interviewed the persons in charge of all 36 libraries. (See Appendix A, Interview Directory.) The interviews resulted in a common set of data about who is in charge of the libraries, their governance and structure, clientele and clientele use, services, collections, staffing, revenues and operating costs, issues and concerns, and future prospects. This report narrates the findings of these interviews and includes charts to illustrate key findings. Additional charts from the interview data are included in Appendix B. (See Appendix B, County Law Library Interviews: Charts).

In September, the consultant also administered a judges and attorneys survey. The purpose of the survey was to document the extent to which judges, attorneys, their staffs, and referrals use the libraries, which services they use, with what frequency, and the relative importance of the libraries in meeting their information needs. (See Appendix C, Judge and Attorney Survey Report.) This report includes for the first time the survey findings.

The Planning Committee met with the consultant in August to review a preliminary report of county interview findings. It met on September 17th to review an earlier draft of this report, discuss options for the future, and plan the October 23th OCCLL membership meeting. It will meet again to prepare for the October 23rd OCCLL meeting. It will also meet after the October 23rd meeting for additional planning purposes.

The Planning Committee has also been monitoring two other initiatives: the Association of Oregon Counties (AOC) Task Force on County Law Libraries and the Joint Interim Committee on Justice System Revenues (Joint Interim Committee). As a courtesy to the AOC Task Force which in July expressed interest in following the findings of the study and which meets August 13th, the consultant has advanced a database report to the Project Director. (See Appendix D, Database Report.)

Legal Basis for County Law Libraries

The Oregon Revised Statutes (ORS) provide the legal basis and financial resources for county law libraries. ORS 9.820 applies to counties with a population greater than 400,000. At the time the statute was enacted, this was only Multnomah County. Under this statute a county board of commissioners may contract with a library association or corporation that owns and maintains a law library for use by judges, county commissioners, the district attorney, and bar members. If there is no charge to bar members, then all library fees collected as part of court filing fees go to the library. Washington County now has a population over 400,000 and the Clackamas County population is almost that high.

The law library in Multnomah County is an independent non-profit corporation. In the other 35 Oregon counties, the law libraries are operated as part of the county government.

ORS 9.830 also applies to counties with populations over 400,000. Under this section library fees are collected as part of the court filing fees. The fees must be paid to the appropriate county officer in the manner determined by the State Court Administrator for payment to the library corporation.

In counties with populations under 400,000, the county court (or commission) may declare by resolution that the county maintains and operates a law library. Such resolutions authorize and direct the county clerks to collect library fees as part of court filing fees. The library fees must be paid to the appropriate county officer in the manner determined by the State Court Administrator (ORS 9.840).

ORS 9.850 applies to counties with populations under 400,000. The county courts may use such part of the law library fees collected with court filing fees as it deems desirable for acquiring, maintain or operating a law library in the county seat. The law library fees may not be used for any other purpose.

Under ORS 21.350 law library fees are collected along with other court filing fees. The fee is determined by the county court or commission in an amount not greater than 28% of the court filing fees provided by law. These fees may be collected by counties over 400,000 (Multnomah County). They may also be collected by counties under 400,000 if the law library at the county seat is available at all reasonable times to litigants and attorneys without additional fees.

Issues of Concern

By law, the purpose of the libraries and the funding is to provide law-related library services to attorneys and litigants. Most counties assume this includes judges. According to the Planning Committee, the use of the libraries includes pro se litigants and the general public: law students, high school and college students in government classes, paralegals, and a variety of other individuals who are not lawyers, judges, or litigants but who need access to legal materials.

At the same time, the growth of online databases to which judges, attorneys, and their staffs have increasing access from offices and homes has changed patterns of library use. Judges, attorneys, and their staff can access law-related databases online as well as other web-based materials without going to the library itself.

In the metro[1] counties of Oregon, the persons in charge of libraries say that about 50% of their workload is related to attorneys, judges, and their staffs while the other 50% is related to the variety of other constituents. Interviewees in all counties acknowledge that there is a need for pro se litigants and the general public to have access to legal materials. The materials they need are typically at the county law library or county court house. Pro se litigants and the general public often need help in using these materials, according to county law library staff.

---

[1] Remarks in this report about metro and non-metro counties are in reference to the Oregon Regional Economic Analysis Project. This is a joint project of the *Rural Studies Program*, Oregon State University in partnership with the *Institute of Metropolitan Studies*,

Portland State University. Metro and non-metro counties are defined by a combination of principal indicators such as population, per capita income, employment, total personal income, industry earnings, average earnings per job, and so forth. Oregon's 11 metro counties are: Columbia, Washington,

The proliferation of online sources for judges and attorneys has prompted some to question whether or not law libraries continue to be necessary. Meanwhile the economic downturn and the resultant loss of revenues in local and state government have heightened the scrutiny of and competition for resources. Not only is the AOC Task Force looking for efficiencies, the Joint Interim Committee is looking at replacing the method of court filing fees revenue distribution.

CURRENT CONDITIONS

Service Level Designations

The Consultant found that Oregon's county law libraries cluster into three service level groups. The level of staffing is the key factor in these groupings. The following Figure 1 lists the counties by category. The workload of attorneys and judges in any county is impacted by the size of the population. The less populated the county generally the less court activity there will be, the less demand for legal services, fewer filing fees, and less revenue for the county law libraries in that county.

For the purposes of this study, Category A (19 counties) are those counties without library staff designated to operate the library. Category B (11 counties) are those counties with part-time library staff to operate the library less than 40 hours per week. Category C (6 counties) are those counties with at least 1 FTE, trained library staff operating a full-service library at least 40 hours per week. These categories are referenced throughout this report.

Figure 1: Counties by Service Level Category

Category A	Category B	Category C
Baker	Benton	Clackamas
Columbia	Clatsop	Jackson
Crook	Coos	Lane
Curry	Deschutes	Marion
Gilliam	Douglas	Multnomah
Grant	Josephine	Washington
Harney	Klamath	
Hood River	Lincoln	
Jefferson	Linn	
Lake	Umatilla	
Malheur	Yamhill	
Morrow		
Polk		
Sherman		
Tillamook		
Union		
Wallowa		
Wasco		
Wheeler		

Yamhill, Polk, Benton, Lane, Multnomah, Clackamas, Marion, Deschutes, and Jackson. *http://oregon.reaproject.org/analysis/comparative-trends-analysis/*

Governance, Administration, and Location

Generally, the libraries are under the governing authority of the county court or commissioners. They are generally under the administrative authority of a county official, such as the district attorney, county counsel, or county department head. (See Appendix E, Job Titles, Persons In Charge of County Law Libraries.) In 35 Oregon counties, county law libraries are a function of county government. As previously noted, the Multnomah County law library is the exception. It is an independent non-profit corporation with its own governing board of directors.

There are some variations in how the libraries are administered. For example, in Union County, the county law library is located in the Eastern Oregon University (EOU) library. The county is responsible for approval of purchases. EOU is responsible for housing, maintaining, and providing access to the collection. Ultimate responsibility is that of a committee comprised of the Union County Bar Association, Union County, the district attorney, and EOU library director. The EOU library director hires law library staff. The EOU outreach services librarian, who reports to the EOU library director, is responsible for the law libraries general operations and reference, including preparing a budget which she submits to the county.

In Klamath County, the library is in the local public library and under the direction of the Klamath County Public Library Director. In Douglas County, the county law library is located in the Justice Center but its staff is under the administrative authority of the Douglas County Library Director

In those 19 counties that do not have staff dedicated specifically to operating the library, the DA or county counsel's office, minimally assisted by a staff assistant, orders print and online legal resources. The DA or county counsel is responsible for the library budget, for purchasing decisions, and for setting library policies and rules. Generally, the office assistant or another county employee is responsible for filing and keeping collections in order. In the remaining 17 counties, the staff person in charge of the library generally manages the affairs of the library.

An important part of providing effective library service is in understanding the needs of the service population and having a feedback loop regarding the services provided. In county law libraries, this is the county bar association liaison or advisory board. Fifteen counties say they have an active county bar association liaison or advisory committee to the library; 21 do not. In some rural counties, the bar association is not very active. For instance, there is only one attorney in all of Wheeler County.

In 23 of 36 counties, the library is located in county courthouses. Another 3 are located in a courthouse annex. One is located in a public library (Klamath) and one is located in a university library (Union, EOU). Four are located in an independent building. In addition to the library in the county courthouse, the Multnomah County Law Library has a nearby branch in an office building; it also has a storage facility in southeast Portland. A digital file of photographs taken by the consultant team during interview site visits was assembled as a by-product of this study. This file will be made available to the Planning Committee.

The nineteen counties that have no designated staff to operate the library variously have their law books in a library room, the court room, hallways, or in the DA's or county counsel's office. These books are essentially accessible on a self-service basis during hours the county courthouse is open. Judges and attorneys have access to the library after the county courthouse is closed if they have acquired a key card.

Some of these libraries have 1 or 2 computers for searching online databases, typically Westlaw or Lexis-Nexis. Sometimes the computers are in the offices of the DA or county counsel. A receptionist or assistant in the DA's or county counsel's office will direct people to the library or give them access to a computer on request.

Several of the libraries have building issues. In some cases, over-crowding is the issue, in others it is the condition of the building. Some are being squeezed out of county court buildings as the courts are looking to find more space. For some the issue is the cost of renting space that is not in county courthouses. For some, future county plans include a possible new courthouse/jail complex and the possible relocation or consolidation of the library, but these plans are uncertain.

Who Uses County Law Libraries

In Category A libraries, judges and attorneys, including the DA and county staff, use the libraries. Because the libraries are not staffed, there is no way of knowing who else uses the library or would want to use it if they knew about it. Sign-in sheets have proven ineffective. Reportedly, public use is very infrequent but it does occur.

Among these counties, many of those interviewed said they would like to actively promote and provide service to the public. However, they said they do not have the time to do so because the library is only one of their several responsibilities. Usually the library room is on a different floor of the court house or building than the person that is responsible for it. Some expressed a reluctance to try to help because they feel they do not have the knowledge or training. They do not promote the availability of the county law library and its resources because they think that doing so would raise an expectation that with their limited time, they would not be able to meet. Thus, most county law libraries are not listed in the telephone book or on their county's web page.

Most said they would help anyone who came to them but that assistance would essentially be limited to showing them where the library collection and computer is located. Many expressed regret that the public does not know about the county law library resources.

In Category B and Category C libraries, users are judges and attorneys, their staff, the DA and county counsel and their staffs, other county staff, visiting attorneys, litigants, and the general public. The general public includes law students, paralegals, high school government classes, college and high school students, staff of public libraries, and staff of community organizations. In some counties, access to libraries by inmates is by special arrangement such as through the sheriff or a person who works in the jails.

Most county law libraries do not keep documentation that quantifies the use of their libraries. As most of the libraries are "self-serve", there is no one to document use. Sign-in sheets, where they exist, have proven ineffective. Only 8 of 36 counties, all in the Category B and Category C groupings, collect use data. They are all libraries staffed by trained professionals and paraprofessionals. However, their data elements, methods, and frequency of collection vary as well.

Because data is not available statewide or comparable in counties where it is collected, the data in this report is subjective and anecdotal, based on interviews and a survey of persons-in-charge of the libraries. Persons-in-charge were asked to estimate the level of use made by attorneys, judges, court and county staff, the public, and so forth. Attorneys are the most frequent library users: 1/3rd of the counties rate attorney use as "high" and 3/4ths say attorney use is moderate to high. About 30% of counties rank judges as high or moderate users of the libraries. In contrast, over 60% rate the public as moderate-to-high users. In the majority of the libraries, court and county staff are infrequent users; however, a quarter of the libraries rank court staff as moderate users of the library.

Judge and Attorney Survey

An online survey of judges and attorneys conducted in September 2010 for this study yielded use data from the survey's 140 respondents. The survey was announced in the Oregon State Bar Association's online newsletter to 11,839 active members. It was also announced through dozens of other direct email notices from a list provided by the leadership of the OCCLL. The survey response rate was 1.2%. In addition to the following summary, the survey charts are included in Appendix C.

The survey results showed that 87% of respondents use their county law libraries at least several times a year while 13% never use their county law library. Some respondents who never use the library said they do not have one or that they did not know there was one. Others say that the limited access and services are deterrents to use.

Sixty-five percent of respondents have referred others to county law libraries at least occasionally while 35% have not. Generally, the referrals were a few in the last 12 months (up to 10) while some respondents reported 20, 30, 40, 50 or more referrals in the last 12 months. Three respondents reported more than a hundred referrals and another 3 reported referrals "in the hundreds" in the last 12 months.

As a whole, respondents reported using the full array of law library services. Where available, the most frequent uses of the county law library is for its book collections, the library space itself for study, research, and meetings, research assistance from a library staff person, online databases, and fax or copy machines. These services are not available in most of the county law libraries, however.

About 73% of respondents said that county law libraries are essential, very important, or important to them in conducting their work. The remaining 27% said that the county law library is not very important to their work. However, eighty-two percent of respondents said that county law libraries are needed.

Over 85% disagree or strongly disagree with the notion that all of the information they need for their work can be found from their desktop. Over 77% agree or strongly agree that they need the county law library, even with the resources of the internet available to them. Ninety-two percent agree or strongly agree that county law libraries are essential for pro se litigants. Over 93% believe that county law libraries are essential for providing equal access to legal materials for the general population.

Respondents do not want county law libraries to lose funding or to diminish services. In fact, they want services to increase. Generally, respondents want online catalog access to collections of county law libraries and access to certain databases in addition to those already provided. They also suggest longer hours and trained staff research assistance, particularly for pro se litigants, to help guide their searches. A table of suggested services by county is included in Appendix C.

Library Services

As previously noted, over half of the counties do not have staff designated to operate the library. In general, access to law books and usually one online law database is the primary service in these counties. More services are available in the 17 counties with designated library staff. Figures 2-4 below provide a snapshot of services provided by each county within Categories A, B, and C.

Hours

In Category A counties, access is usually available to anyone who walks in during the business hours of the public building in which the library is housed. In some cases, walk-ins may use the library collections and computers. In other cases, they must ask to be let in to the library or to the room in which the computer(s) are located. Law books may be in locked spaces or in the court room. When the court is in session, these books are not available for use.

Usually attorneys, judges, and authorized county legal staff with a key or key card can get into the building and use the collections and databases afterhours or by special arrangement.

Because the library is situated within the EOU library, the Union County law library has the most hours of access in the Category A group. It is accessible to everyone 89.5 hours over 7 days per week. This library reports low usage by all groups and attributes this to campus parking restrictions. The library pays for one parking space.

In Category B counties, open library hours range from 6-32 hours per week; the average is 15.5 hours per week. Judges and attorneys have after-hours access by key card or by special arrangement. B Category libraries are open a minimum of 1 day and a maximum of 5 days per week for walk-in service; the average is 4.18 days per week, Monday through Friday. Hours are limited to a few per day.

Category C libraries are open the most hours and days per week, from 42.5 to 45 hours, Monday through Friday. The exception is Multnomah County Law Library which is the only library open 6 days per week with staff, Monday through Saturday.

Online Services

Online services include law-related online databases, Internet access, and wireless access. The most-subscribed online database in county law libraries is Westlaw, followed by Lexis-Nexis and Bar Books. Other online databases include HeinOnline, LoisLaw, RIA, and CCH Online.

Six county law libraries do not have online database subscriptions: Columbia, Crook, Gilliam, Grant, Harney, and Morrow. Other online services include internet access and wireless internet access. Internet access is available in 17 libraries and wireless Internet access is available in 14 libraries. Where these are available, they are generally available to anyone who uses the library.

Altogether, the libraries have 55 public computers (for clients) and 29 for staff. Eight libraries do not have a computer for client use: Columbia, Gilliam, Grant, Harney, Morrow, Wallowa, Wheeler, and Josephine. Thirteen of the Category A libraries have one or more computers that can be used to search their online database(s). Virtually all of the libraries in all three categories limit computer use to their online databases or web-based legal research. As previously noted, a separate report of online database holdings is provided in Appendix D.

The charts on the next page provide a snapshot of online services provided by each county. They are arranged by Service Level Category and then alphabetically by county.

Figure 2

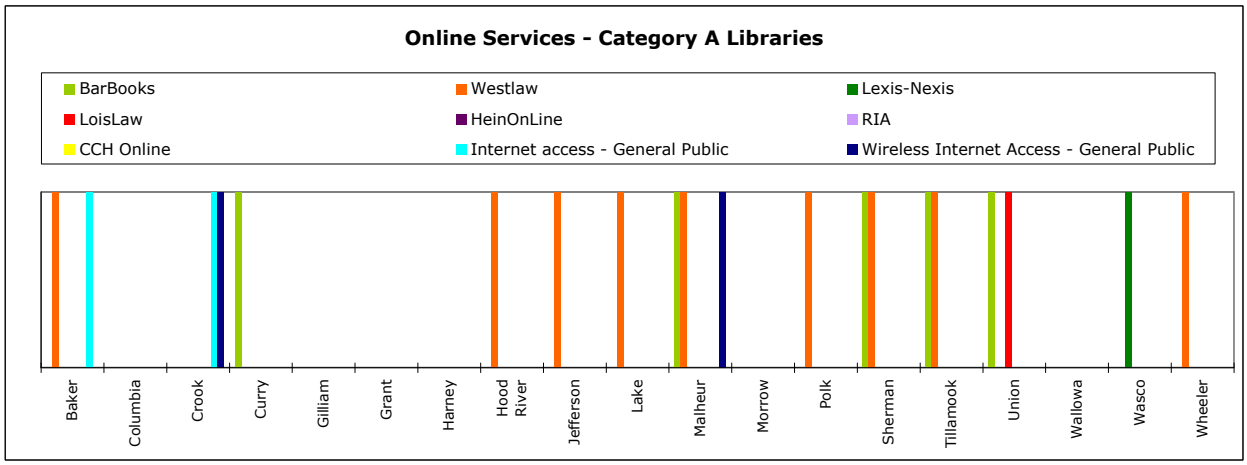


Figure 3

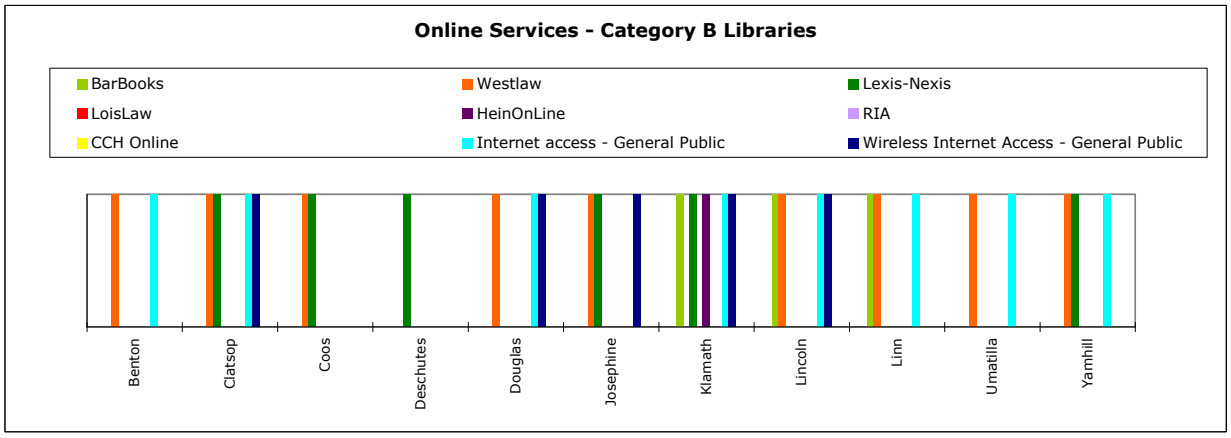
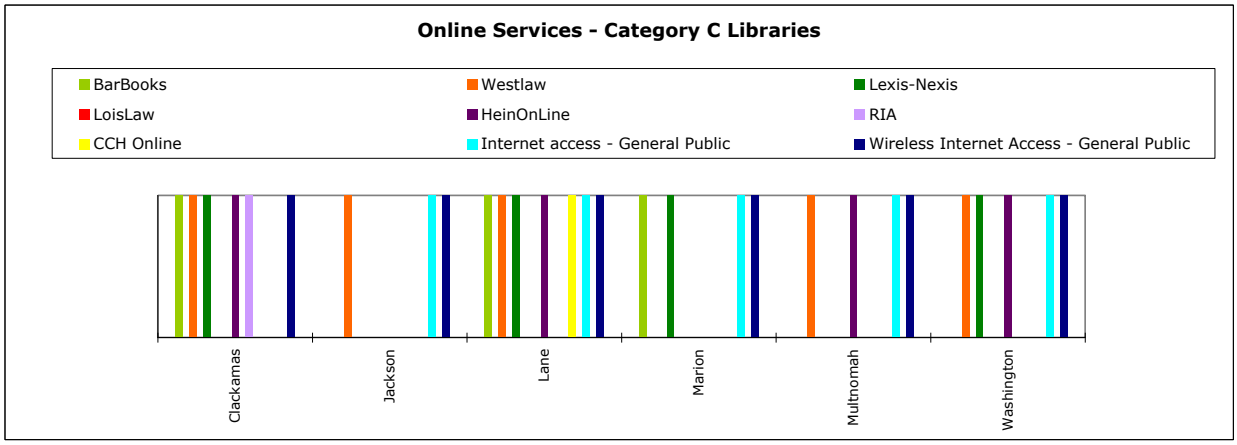


Figure 4



Other Library Services

As previously noted, services are limited in most rural counties. As one interviewee said, "We have the capacity to provide some of these services, such as telephone, email, and e-government. However, we don't advertise the law library or offer these services from the library because we do not have, staffed trained or not, nor would we be able to meet the demand."

Library services listed below are typical of what one would expect of a law library. The numbers in parenthesis following the service indicates the number of libraries that do not provide this service.

- document delivery: print, scanning, and faxing documents from the library to the user (8)
- help in using and understanding online databases and print collections (10)
- telephone customer service (14)
- purchase of needed print materials (14)
- locating and retrieving needed materials not in the library (14)
- referral to legal, library and other external services (13)
- guidance in the information discovery process (15)
- email customer service (18)
- research to find court cases (18)
- walk-in customer service (19)
- networking with other law libraries and agencies (20)
- topical research guides (28)
- web-based customer service (28)

Library Collections

All county law libraries report that their collections contain current editions of the Oregon Revised Statutes (ORS), Oregon Supreme Court decisions (OR) and Court of Appeals decisions (Ct App). Most library collections have Oregon Administrative Rules (OAR), Tax Court decisions (OTC) and Oregon State Bar and Oregon Law Institute continuing legal education handbooks and materials (CLE). Many collections also include federal statutory and administrative regulations, federal court decisions, county and city codes, and legal treatises. Some libraries have Attorney General Opinions, legal encyclopedias, digests, textbooks and other reference materials. Many of the law library collections contain out-of-date materials of limited utility.

The Multnomah County Law Library has the most extensive collection. It includes all of the current and historical Oregon primary and secondary legal materials and the reported decisions and statutory provisions of the other states, Canada and Britain. It is a statewide resource that is widely used by the other county law libraries through interlibrary reference and document delivery at no cost to the initiating library.

Appendix F, Brief Descriptions of County Law Library Collections, includes the descriptions provided by the persons interviewed.

Collection Inventories

Sharing resources and coordinating purchasing by region or across the state is made possible when libraries have a record of their holdings, preferably in digital form. Half of the libraries do not have an inventory of their holdings while the other half does have an inventory of some sort. Some are automated but most are not. Those that are automated have been created for different purposes using various software products.

Most county law libraries allow most collection items to be checked out by attorneys and by special arrangement with other clientele. A few county law libraries require all use of the collection to be onsite.

Who Decides on Collection Purchases

The decision about what to purchase for the collection including databases is usually the person-in-charge of the library. In Category A libraries, this is usually the DA, county counsel, or in some cases, presiding judge, or a committee comprised of local bar association members. In Category B libraries, it is usually the library staff person in charge of the library in consultation with the person to whom he or she reports, often on the advice of the local bar liaison or the law library advisory committee. In Category C libraries, it is usually the law librarian in consultation with a law library advisory committee.

County Law Library Staffing

In total, counties employ 34 full-time or part-time individuals (19.4 FTE) to operate 17 Oregon county law libraries. As previously noted, nineteen counties have no paid staff specifically to operate the law library (Category A). Eleven libraries have some designated library staff. Six have at least 1 FTE and are open at least 40 hours per week. All but one of these, Jackson County are in the western metro counties of Oregon: Clackamas, Lane, Marion, Multnomah, and Washington.

Category B libraries have a total of 11 individuals working part-time, the equivalent of 4.625 FTE (40hrs/wk). Category C libraries have a total of 23 individuals, some full-time and some part-time, or 14.8 FTE. These libraries have a full-time (40 hours/week) or part-time library "manager" and are open and staffed at least 40 hours per week.

Compensation

In Categories B and C counties, full-time employees have benefits such as health insurance and retirement while part-time employees have partial, pro-rata, or no benefits, depending upon the number and regularity of their employment. Seventy percent (11) of persons in charge of these libraries earn $16-$25 per hour. Ten percent (2) earn $10-$15 per hour, ten percent (2) earn $26-$35 per hour and 10% (2) earn $36-$45 per hour.

Category C libraries all have more than one employee, from 1.25 to 4.7 FTE. The largest staffing complement is at Multnomah County Law Library which has 6 individuals or 4.7 FTE.

Functions of Staff

In Category A counties, the DA, county counsel, county administrator, or presiding judge are responsible for the library, purchasing decisions, and liaison with the local bar association related to library purchasing and policy. Their administrative staff perform certain library-related functions such as filing and tracking invoices and payments. Typically, this person is a full-time or part-time employee of the county with other primary duties, such as office manager for the DA or county counsel.

In Category B libraries where staffing consists usually of one part-time person, sometimes with the help of temporary or voluntary help, that person performs the most necessary tasks: ordering, organizing, and locating information for clientele. In the Category C libraries, the additional staff allows for more hours of access, more staff to handle the volume of customer transactions, and a fuller complement of law library services.

Additional functions cited and observed in some of the county law libraries include making presentations to county commissioners, community outreach activity; networking activity with other county law libraries, new attorney orientation, collection maintenance and tours to high school government classes, managing the collection, resources, and contracts, and selling key cards and maintaining key card data.

Educational Requirements

Category A counties do not hire library staff. The educational requirements for Category B libraries vary across the counties in this grouping. In most cases, the data for this category shows the educational level of the incumbent rather than the education requirements of the job.

Some incumbents have a master's degree in library science, a master's degree in another field, or a professional degree while others have a high school diploma, some college, two year associate degree or certificate, or are college graduates. All but one of the Category C libraries requires at least a master's degree in library science. The educational requirement for the top job is listed in parenthesis following each county name.

- Clackamas (MLS, JD preferred)
- Jackson (BA)
- Lane (MLS)
- Marion (MLS)
- Multnomah (MLS, JD)
- Washington (MLS)

Revenues

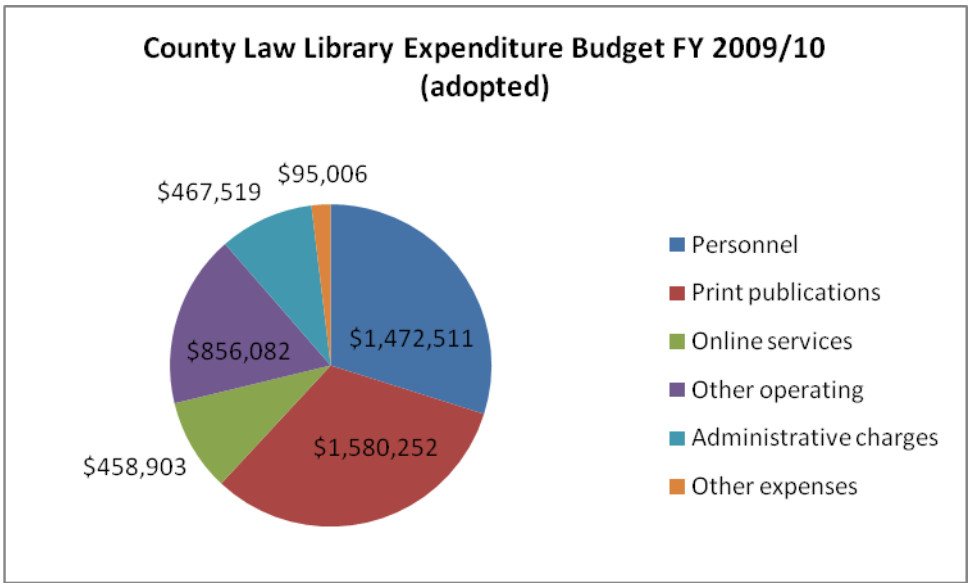
All county law libraries receive revenues from court filing fees. Except for some miscellaneous revenue such as fines, fees, and printing, this is the only source of revenue for county law libraries. The total reported filing fee revenues for all county law libraries for the fiscal year ending June 30, 2010 is $4,855,446[2]. See Appendix G, Revenues, General Population, and Attorney Population of Counties.

The revenues by county vary dramatically, from $1,053 in Sherman County to $1,269,010 in Multnomah County. The filing fee revenues per capita equal $1.27[3] statewide and the statewide median is $1.08. The gap in revenues and in the number of active attorneys between the more populous and less populous counties make it easy to understand why service levels vary so dramatically. In at least half of Oregon's counties, there is little money to offer service and few attorneys to utilize services should they be offered. Nevertheless, $4.85 million is a sizable amount of money that can be deployed with better results.

Expenditures

The total budgeted expenses for all county law libraries for the fiscal year ending June 30, 2010 was $4,944,852. Figure 5, County Law Library Expenditure Budget FY 2009/10 below shows the total amount budgeted for the year ending June 30, 2010 by category.[4]

Figure 5



[2] From Law Library Revenue for the Fiscal Year Ended June 30, 2010 prepared by Susan Taylor, Oregon Judicial Department, BFSD, for the Oregon Council of County Law Libraries, August 2010.

[3] 2010 certified Population from Oregon State University's Population Research Center.

[4] For consistency, the consultant used the adopted budgets for each of the counties

The major expense categories for the libraries overall include personnel, print publications, online services, administrative charges, and other operating. That which is included in the "other operating" category varies by county. It includes budget line items such as supplies, computer supplies, computer repair, furniture and fixtures, professional services, book binding, printing, wireless contracts, communication equipment, communication services, equipment repair, training, dues and memberships, postage, printing, and so forth. These are the types of expenses the law libraries incur in operating their libraries, particularly the Category C libraries which have full services and larger budgets. See Appendix H for a Summary of Adopted Budgeted Expenditures by County.

The "other expenses" category includes capital outlay expenditures and capital projects. The "Administrative charges" category includes a variety of descriptions that vary according to the practices of each county. Typically, such charges include a flat rate or line item charges related to facilities, utilities, sewer, telecommunications, and so forth.

Concerns for the Future

The number one concern about the future among counties is having adequate funding to provide law library services. Related to this is the concern that legislative changes could undermine county law libraries in Oregon. The recent attention of the AOC Task Force the Interim Committee on Justice System Revenue has heightened concern about the future of library funding and stability. People are concerned about the rising cost of print and online resources and having ready access to legal materials.

There is also concern about the viability of county libraries in much of the State where funding is so low that even a modest service program cannot be provided. Counties are concerned over the virtual absence of county law library services in parts of the State. They are concerned that the libraries are not promoted as valuable and valued community resources. At the same time, most of them feel they do not have the resources to deliver services if they did promote the library.

In Category A counties, those with no library staff, some counties are satisfied with where they are with their libraries now while others want to improve access to the library and promote it to attorneys, judges, and the public. Others question its relevancy, given the spare resources to offer services. Others would like the latitude to provide services to assist the poor with legal aid. Outdated collections are a problem in nearly all of these counties. Without trained staffing to assist, the counties aren't sure what to retain and what to purge and how to coordinate the print collection with the dynamic availability of online resources. Category A counties are caught in the bind of having a small attorney population whose library use is shifting to desktop use, no library staff to pay attention to the changing needs of the client base to modernize the service plan accordingly and to promote the library, too few resources to provide services to attorneys or the public, and consequently, declining use of the library collections and databases.

In addition to their funding concerns, Category B counties which have part-time staffing of 6-32 hours per week, want to be able to find materials in Oregon that they cannot find locally. In addition, staff is challenged to make decisions about what to keep and what to discard, and how to decide wisely between print and online collections. They are concerned about keeping qualified, trained staff when hours are so limited. They are concerned about how to make the

library more cost-effective when they have so few hours to devote attention to it. In addition to their funding concerns, most Category C counties are concerned for the erosion of services across Oregon and the consequent loss for the public and the public's access to legal materials. As they have full-service libraries, they know the need exists and that the need is not only in the metro counties. They are concerned that the legislature does not know the extent to which the libraries are needed by attorneys and the public. Their experience tells them that the notion that the internet offers everything attorneys and judges need to do their jobs is false. They fear that this unfounded notion will be used to justify the reduction of funding for law libraries and that this will undermine the already limited access to legal materials for the legal system and the public. As the visibility of county law libraries recedes as it has done in much of the state it becomes a self-fulfilling prophecy that county law libraries are no longer necessary. They are concerned for the relevancy of libraries in a constantly changing technological environment and for the lack of technological expertise in most of the libraries to modernize.

Other concerns are for having adequate, appropriate, and affordable space and buildings in which county law libraries are housed. For example, Lane County Law Library was recently flooded for the eighth time in 25 years. On July 23, 2010, the Statesman's Journal reported that all offices in the five-story building that houses the Marion County Law Library had been ordered to evacuate because the structural integrity of the building was lacking.

Some of the libraries have been or are on the verge of being moved to make room for over-crowded conditions in the courthouses. The existence of large inventories of little used, outdated law books that no one knows what to do with contributes to the over-crowding. However, it is also that the courts or other offices are also over-crowded and want the library space. In many of the counties, courthouse security prevents, deters, or discourages local attorneys from having after-hours access except by special arrangement.

Future Prospects

What can county law libraries collectively do to provide cost-effective library services in Oregon? In Category A counties, the ideas were to pool resources regionally or statewide, procure databases and print collections, and promote county law libraries services. None of these ideas was suggested by a majority of the counties. Several counties are skeptical of procuring online databases collectively or doing anything differently. They fear it will limit their control and their ability to serve local needs.

Most of the eleven Category B counties also suggested collective procurement of online databases as well as print collections. Several suggested a union catalog of legal resource materials held in all county law libraries in Oregon, and with it, formal protocols for interlibrary lending to share these materials across the state. Other ideas included publicizing services, negotiating with the State Printer for case laws and State Bar CLE's, coordinated sharing or replacement of pocket parts and updates, more formal resource sharing protocols, sharing of personnel, and negotiating uniform pricing for online legal materials. Some respondents in this category said that the libraries are already efficient and cooperating to provide better services across the state. Another said that libraries are not cost-effective because they are not adequately funded to do the job.

Category C counties suggested collective negotiations and procurement of online databases and other materials, coordinated collection development, a web-based union catalog, a central and/or virtual reference service for the law libraries, cooperative marketing, a coordinated effort to educate local and state decision-makers, and fund-raising. Other suggestions included core-collections, especially for small libraries, and partner libraries whereby law libraries would team up for assistance, information, and backup. Category A counties suggested informal or formal structural models to facilitate collaboration, such as a tiered model or a professional organization.

CONCLUSIONS

The current funding model is failing to provide adequate services in more than half of the counties of the State. Oregon needs a new service model that more efficiently uses resources to deliver services across the State. With a new service model, the at-risk model can be converted to a best-practices model while serving Oregon more effectively and efficiently.

There are essentially two alternatives for authorizing this new model development. One is that the counties can elect to develop this model through an IGA. The other is that the State Legislature could vest the authority to develop and deploy services that more efficiently uses the resources to serve all areas of the State. The latter alternative would require legislative action.

What Could Be

Counties now have it within their power to collectively agree on a service model that more efficiently serves Oregon. Local law library services could be improved across Oregon by counties voluntarily deciding to modernize the law library service model. The goal of the model would be to deliver effective, efficient access to legal materials throughout Oregon. The legal mechanism for implementing this model would be an IGA.

The following table includes those services the OCCLL leadership has pinpointed as most urgent and an approximate timetable for implementation.

COOPERATIVE SERVICE PLAN ELEMENTS AND IMPLEMENTATION SCHEDULE

Program	Implementation Schedule	2011	2012	2013
1.0	**Counties Intergovernmental Agreement drafted**	**x**		
1.1	Contractor or staff to coordinate, monitor, troubleshoot, evaluate			
1.2	Legal counsel to draft			
2.0	**Statewide Database Licensing Program**	**x**		
2.1	Contractor or staff to coordinate, monitor, troubleshoot, evaluate			
2.2	Agent to negotiate with vendors			
3.0	**Print Collections Cooperative Purchase**	**x**	**x**	
3.1	Contractor or staff to coordinate, monitor, troubleshoot, evaluate			
3.2	Agent to negotiate, initiate with vendors			
4.0	**Virtual Library Service Development, Deployment**	**x**	**x**	
4.1	Contractor or staff to coordinate, monitor, troubleshoot, evaluate			
4.2	Contractor to design, develop			
4.3	Staff or contractors to deploy, continuously improve web portal			

4.4	Contractor(s) or staff to deliver online services			
5.0	**County Law Libraries Unique Collections Digitization**	**x**	**x**	**x**
5.1	Contractor or staff to coordinate, monitor, troubleshoot, evaluate			
5.2	Staff to identify collections to be digitized and database specifications			
5.3	Contractor(s) or vendors to digitize specified Oregon collections			
5.4	Contractor or vendor to create online database			
6.0	**Online County Law Libraries Union Catalog**	**x**	**x**	**x**
6.1	Contractor or staff to coordinate, monitor, troubleshoot, evaluate			
6.2	Contractor to evaluate feasibility and cost of online union catalog			
6.3	Contractor or vendor to create online union catalog			

The counties could combine all or some of their county law library revenues to fund such services. They could apply for additional funding to ramp up these services over a three-year period, with a goal of having a new model fully-formed by 2014. What they decide to provide and the manner of funding can change over time as the model develops and new parties enter the agreement.

The metro county law libraries could lead the way because these are the counties that have full-time staffing and whose law librarians make up the leadership of OCCLL. They have the most resources and their residents have the most to gain by the collective effort. From the beginning, all other counties could be invited to participate. Other counties could enter into the agreement or enter more fully into it as the model develops.

The parties to the agreement could collectively commission cooperative database licensing and standard book purchases. A law library web-based portal could include real-time reference help. The portal could also provide legal databases and selected digitized content. Legal materials unique to Oregon and not available electronically could become available through a concerted, collective effort of the counties to digitize and make these collections searchable and retrievable on-line.

Counties that have few resources could commit to the following minimal service threshold:

1. Advertise the local availability of the legal books, subscriptions, and online databases in their counties on their county's website and in the telephone book.

2. Point attorneys and the public to knowledgeable, trained staff regionally or virtually to help them locate and use law resources.

3. Cooperate with those counties that have staff by helping them locate and use unique items in their local collections.

4. Know about and help develop and promote virtual services that would provide access to Oregon resources everywhere in the State.

Not every county can justify having law librarians on staff. However, they all could actively promote and make access to law librarians readily available through telephone and online services that counties collectively fund.

Alternatively, if counties are unwilling or unable in a timely way to modernize law library services in Oregon, the funding and authority to do so could be transferred to another entity through the legislative process. The most likely agency is the State of Oregon Law Library. The OCCLL leadership could continue to play an active role in developing and administering the model.

How to Make it Happen

The metro county law libraries should lead the way. Clackamas, Multnomah, Washington, Marion, and Lane county law librarians should immediately begin advocating and planning for the IGA. Their governing authorities should support the cooperative initiative by allocating resources in an equitable way to help fund the initiative. Pooling some of their funding together with grant funding to enhance access to law library resources will benefit their residents and residents of the State.

The metro counties should immediately begin to voluntarily adopt a cooperative service plan. The county law libraries already have an agent, Cathryn Bowie, Electronic Services Librarian, State of Oregon Law Library, to negotiate with vendors for online databases. They should explore with her the possibility of similarly negotiating for print collections discounts. They should authorize and fund a central reference service supported by document delivery.

As other counties are willing, the OCCLL with a future grant should hire on a contractual basis one or more qualified persons to work directly with the persons in charge of Category A and B counties. The nature of this work would be three-fold:

1. To help equip the site with the necessary computer, fax, and telecommunications to enable participation in the service plan;
2. To help counties implement and sustain the local library service threshold;
3. To help counties adopt the IGA services for use locally by attorneys, pro se litigants, and the general public.

The following table outlines a funding scenario for providing the personnel to prepare for and implement the proposed service plan. Funding sources include the counties' law library revenues and LSTA and other grants.

FUNDING SCENARIO FOR START-UP AND IMPLEMENTATION OF COUNTY LAW LIBRARIES' NEW-MODEL SERVICE PLAN		
Program Element	**Personnel Funding Plan**	**Funding Source**
Contractor or staff to coordinate, monitor, troubleshoot, evaluate	Project Coordinator (contractor or staff)	County law libraries
"A" and "B" Counties start-up equipment and local service plan	Regional consultant/contractors	County law libraries, LSTA and other grants
Agent to negotiation with vendors (2.2, 3.2)	Possible Agents with the aid of OCCLL project coordinator	County Law Library, OSB, Oregon State Library
Legal counsel to draft IGA (1.2)	Legal Counsel	LSTA Grant or county law library budgets
Design contractor (4.2)	Design Contractors and Consultants	LSTA or other Grant
Service contractor or vendor (5.2, 5.3, 5.4)	Service Contractors or Vendors	LSTA or other Grant
Service delivery staff or contractors (4.3, 4.4)	Service Contractors or Staff	County law libraries

If the metro counties are unwilling or unable to effect in a timely way an IGA for this purpose, the State Legislature should revise legislation to give another entity the authority to implement a service model for law library services in Oregon. The most likely entity is the State of Oregon Law Library The OCCLL leadership should enlist the assistance of the State of Oregon Law Librarian, the Oregon State Librarian, and the Oregon Library Association to effect this change. The support of the AOC and the OSB could also be enlisted. The OCCLL leadership should be involved in the development of the model and the administration of the service plan.

Recommendations

1. The OCCLL leadership should immediately begin to implement its Action Plan. The OCCLL leadership Action Plan includes:

    a. cooperating in an umbrella database purchasing plan under development by Cathryn Bowie, Electronic Services Librarian

    b. making the case with county law library governing officials to establish through an IGA a service model and funding plan, starting with the metropolitan county law libraries; establishing within the IGA a formal structure for administration of the plan

    c. preparing for the submission of an LSTA grant in April 2011, 2012, and 2013 to combine with county law library resources for implementation of new-model services, such as those recommended in #3 below.

    d. communicating and coordinating with the OCCLL, the Oregon State Librarian, the State of Oregon Law Librarian, the Oregon Library Association, and the Association of Oregon Counties (AOC).

2. The metropolitan county law librarians for Clackamas, Multnomah, Washington, Lane, and Marion counties should immediately advocate with their governing authorities for an IGA to formalize a structure for undertaking and funding a cooperative service plan. Other counties should be apprised of this initiative and invited to participate. The goal of the service plan should be to make law library resources more accessible to the IGA participants and to all Oregon county law libraries and those they serve. The goal should also be to make county law library services more efficient. Service plan projects should include:

    a. the creation of an online union catalog;

    b. virtual services through an interactive web portal for attorney and public use;

    c. the identification and digitization of unique collections and protocols for statewide use of these collections.

3. The OCCLL leadership should use its remaining current LSTA grant funds to develop the IGA with the assistance of an attorney. The purpose, governance, services, and

funding of the selected services should be described. The IGA can be amended over time as needed.

4. The OCCLL leadership should enlist in this endeavor the support and cooperation of Oregon State Librarian Jim Scheppke, Cathryn Bowie, Electronic Services Librarian, State of Oregon Law Library, and the Oregon Library Association. The OCCLL leadership should apprise the Association of Oregon Counties through its Task Force on County Law Libraries and the Oregon State Bar Association and seek the support of these organizations.

5. Alternatively, if counties are unwilling or unable to effect the recommended IGA in a timely way, the State Legislature should revise county law library legislation to vest authority to do so in another entity. The most likely entity is the State of Oregon Law Library. Such legislation should require that the State of Oregon Law Library provide a law library plan of service for Oregon. The OCCLL leadership should continue to be involved in the development and administration of the model and service plan.

APPENDICES

Appendix A: Interview Directory

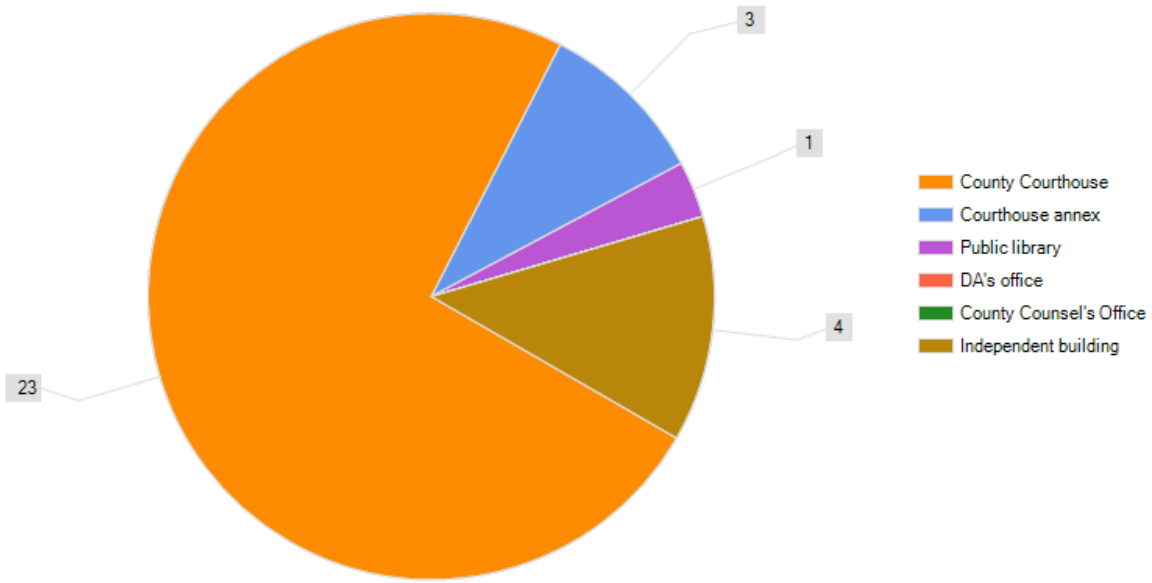
The Interview Directory is a compilation of the names and titles of persons interviewed for this study, their city and county, and the names of the consultants who conducted the interviews. The interviewers were regional consultants employed by Ruth Metz Associates.

Person(s) Interviewed	Job Title	City	County	Interviewer
Heidi Martin	Executive Secretary to Commissioners	Baker City	Baker	Aletha Bonebrake
Martha Jenkins	Law Librarian	Corvallis	Benton	Wyma Rogers
Jennifer Dalglish	Law Librarian	Oregon City	Clackamas	Christopher/Metz
Teresa Crouter	Staff Assistant	Astoria	Clatsop	Christopher/Metz
Janelle Jaha-Adams & R. Stephen Atchison	Paralegal - Intake Specialist Legal Aid & DA	St. Helens	Columbia	Connie Christopher
Dianna Dague/ Dawn Raymer	Office Manager/Librarian	Coquille	Coos	Maggie Meredith
Dave Gordon	County Counsel	Prineville	Crook	Timothy Smith
Chris Schaeffer	Office Manager, DA Office	Gold Beach	Curry	Maggie Meredith
Carol Rooney	Law Librarian	Bend OR	Deschutes	Timothy Smith
Diana Hadley	Law Librarian	Roseburg	Douglas	Maggie Meredith
Rena Kennedy	County Clerk	Condon	Gilliam	Connie Christopher
Carol J. Page	Trial Court Administrator	Canyon City	Grant	Aletha Bonebrake
Dorothy Peterson	Office Manager - DA Office	Burns	Harney	Aletha Bonebrake
Janet Haney	Administrative Assistant	Hood River	Hood River	Ruth Metz
Pam Pfeil	Law Librarian	Medford	Jackson	Maggie Meredith
Dorothy Colman	Office Manager	Madras	Jefferson	Timothy Smith
Beecher Ellison	Law Librarian/Law Clerk	Grants Pass	Josephine	Maggie Meredith
Gail Corey	Library Assistant III	Klamath Falls	Klamath	Timothy Smith
Dan Shultz	Judicial Trial Service Specialist	Lakeview	Lake	Timothy Smith
Linda Falken	Law Librarian	Eugene	Lane	Wyma Rogers
David M. Davis	Librarian	Newport	Lincoln	Wyma Rogers
Peggy Schultz	Linn County Law Librarian	Albany	Linn	Wyma Rogers
Stephanie Williams	County Counsel	Vale	Malheur	Aletha Bonebrake
Martha Renick	Law Librarian	Salem	Marion	Wyma Rogers
Cindy Greenup	District Attorney's Office Manager	Heppner	Morrow	Aletha Bonebrake
Jacquelyn Jurkins	Director / Law Librarian	Portland	Multnomah	Ruth Metz
Dave Doyle	County Legal Counsel	Dallas	Polk	Pam North
Jennifer Simpson	Office Manager	Moro	Sherman	Connie Christopher
Paul Levesque	Director of Facilities, Fleet and Contracts	Tillamook	Tillamook	Wyma Rogers
Bev Reid & (Sarah Burford)	Law Librarian (former Law Librarian)	Pendleton	Umatilla	Aletha Bonebrake
Shirley Roberts	Outreach Services Librarian- Eastern OR Univ	La Grande	Union	Aletha Bonebrake
Paige Sully	Attorney, Past President Wallowa Co. Bar Assn.	Enterprise	Wallowa	Aletha Bonebrake
Eric Nisley	District Attorney	The Dalles	Wasco	Ruth Metz
Laura Orr	Law Librarian	Hillsboro	Washington	Connie Christopher
Daniel Ousley	District Attorney	Fossil	Wheeler	Connie Christopher
Marilyn Westfall	County Law Librarian	McMinnville	Yamhill	Pam North

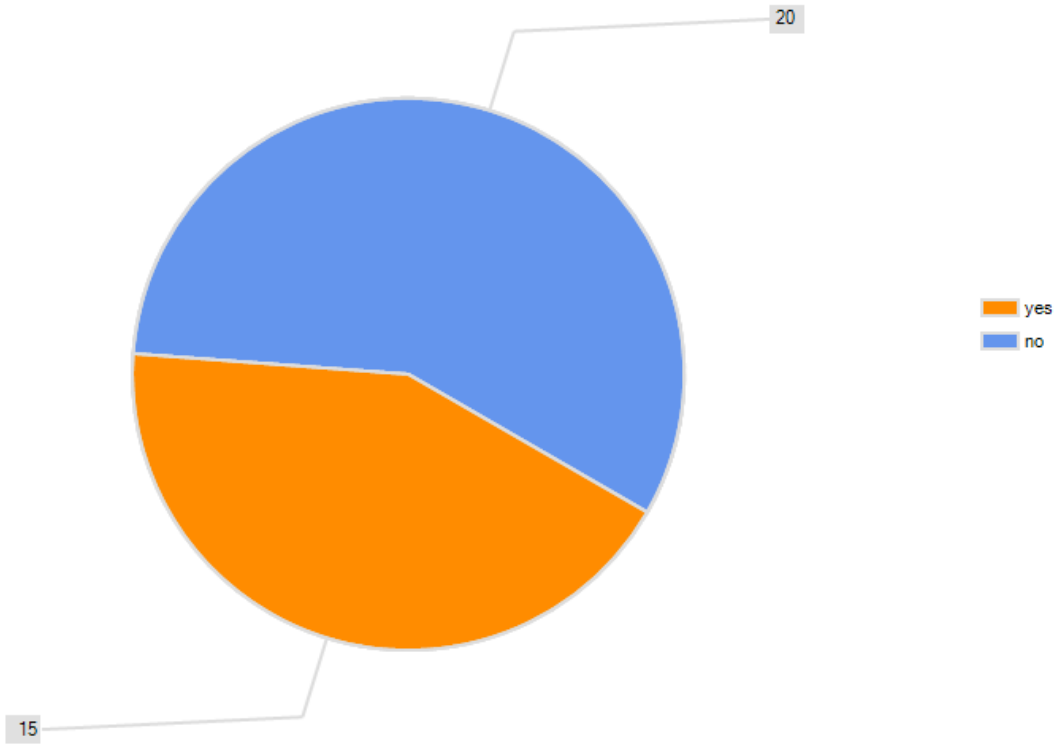
Appendix B: County Law Library Interviews: Charts

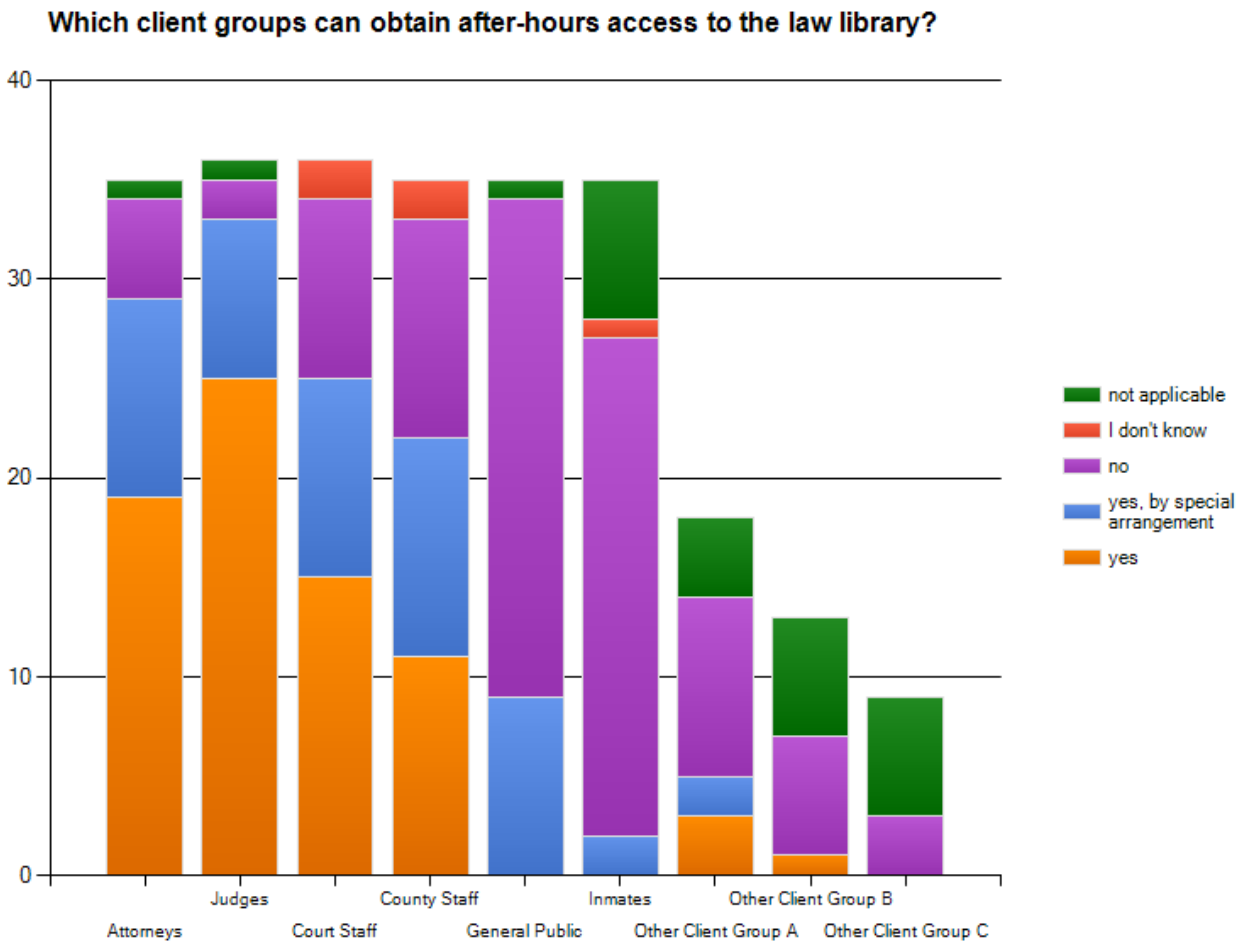
The following charts depict responses to the interview questions posed to the persons in charge of county law libraries. The interviews were conducted in the summer of 2010.

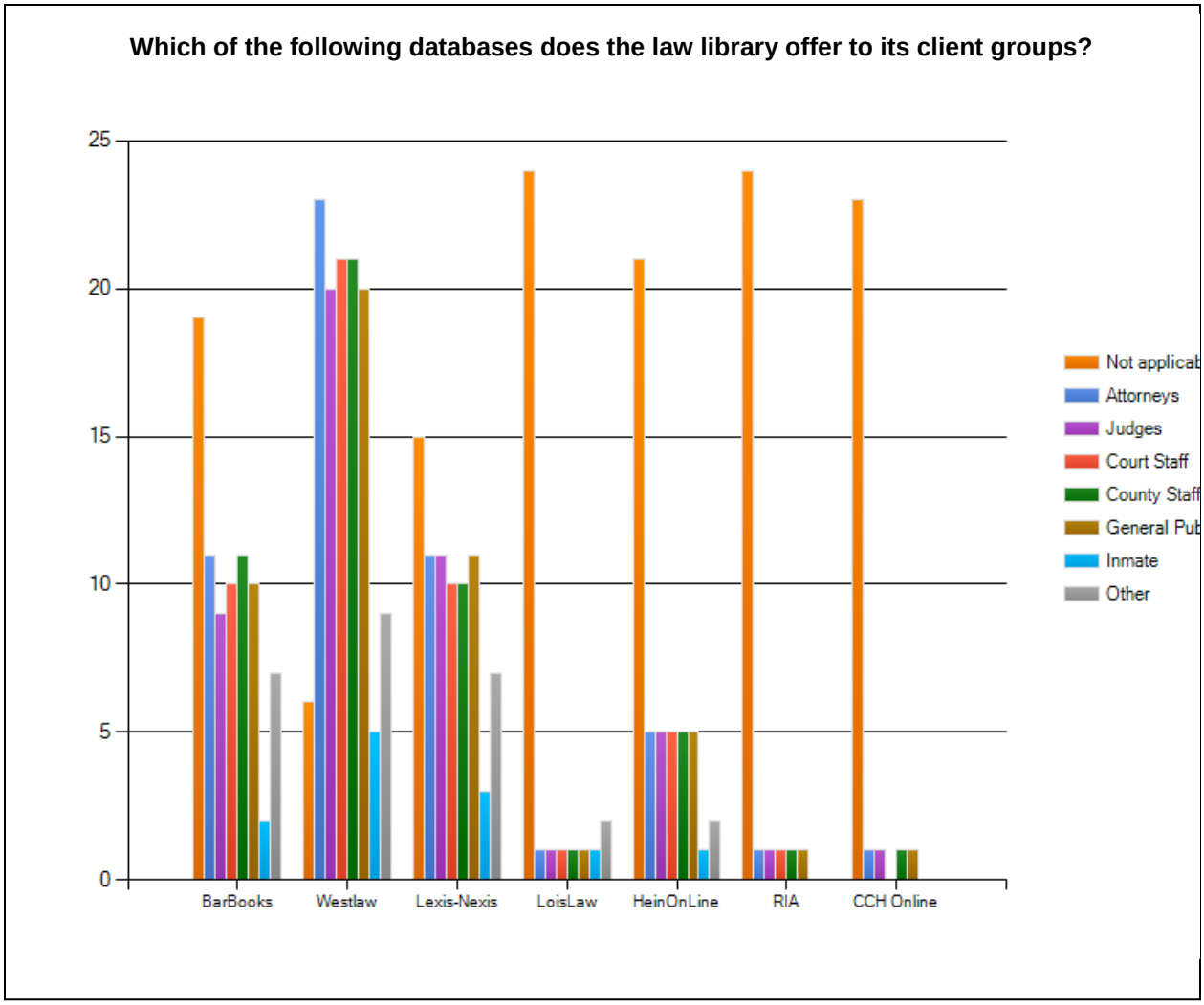
Where is your County Law Library located, physically?

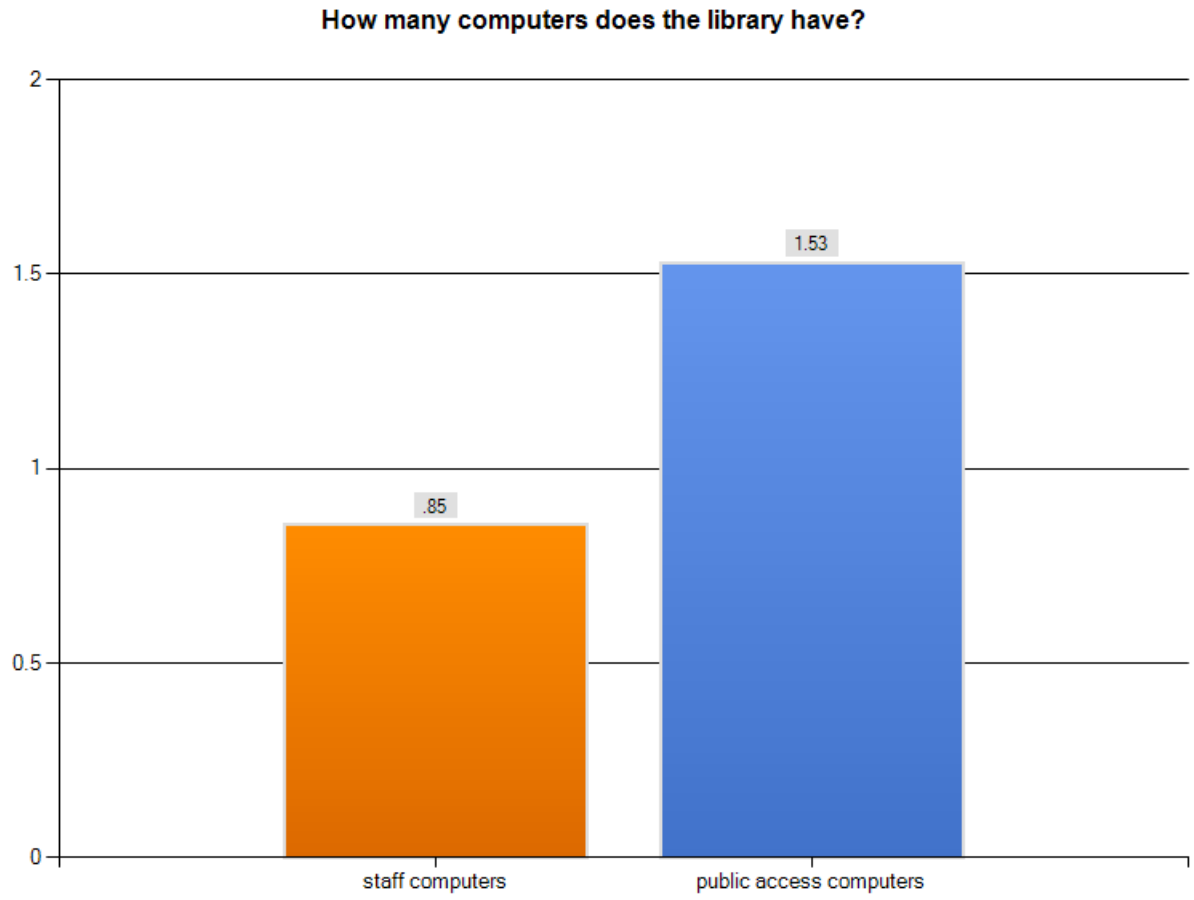


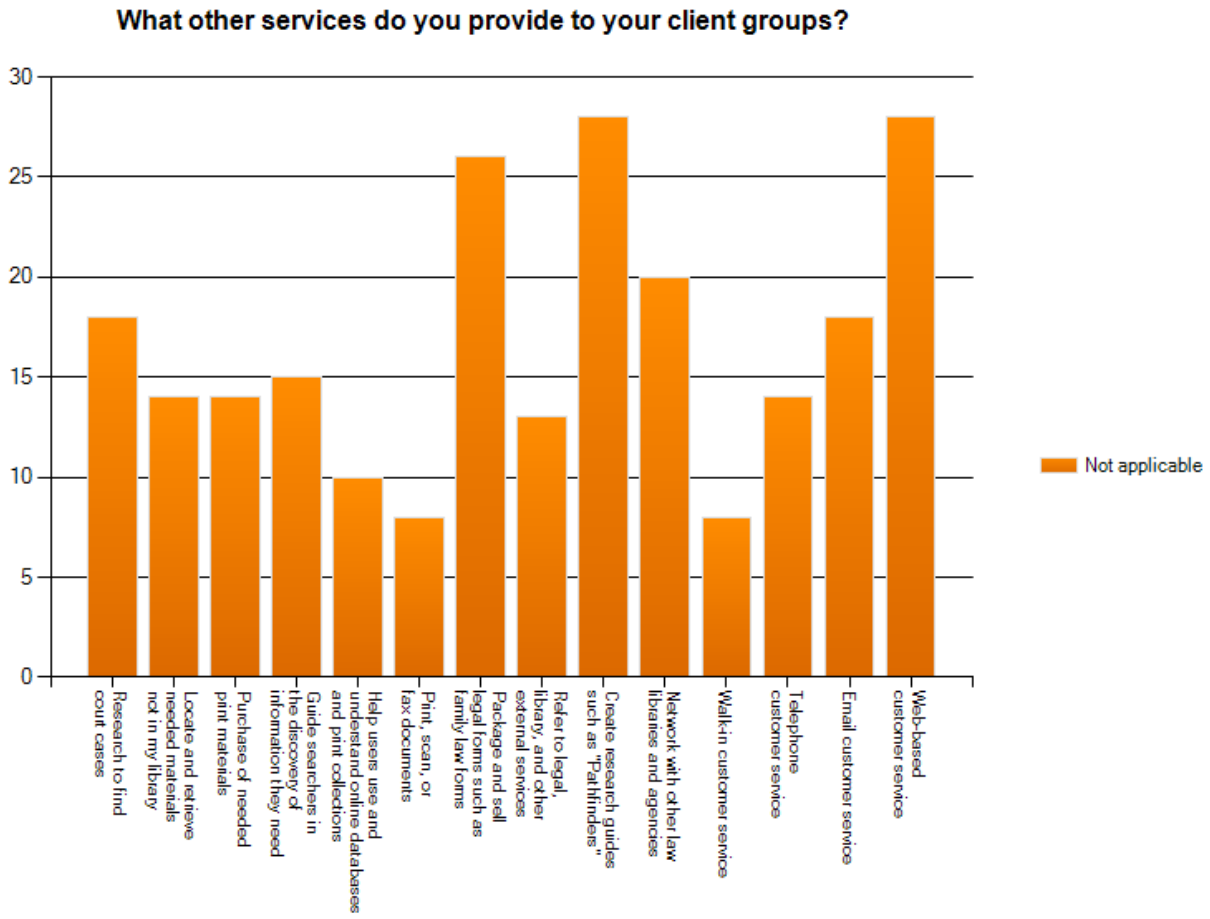
Does the local county bar association have an active law library liaison or advisory committee?

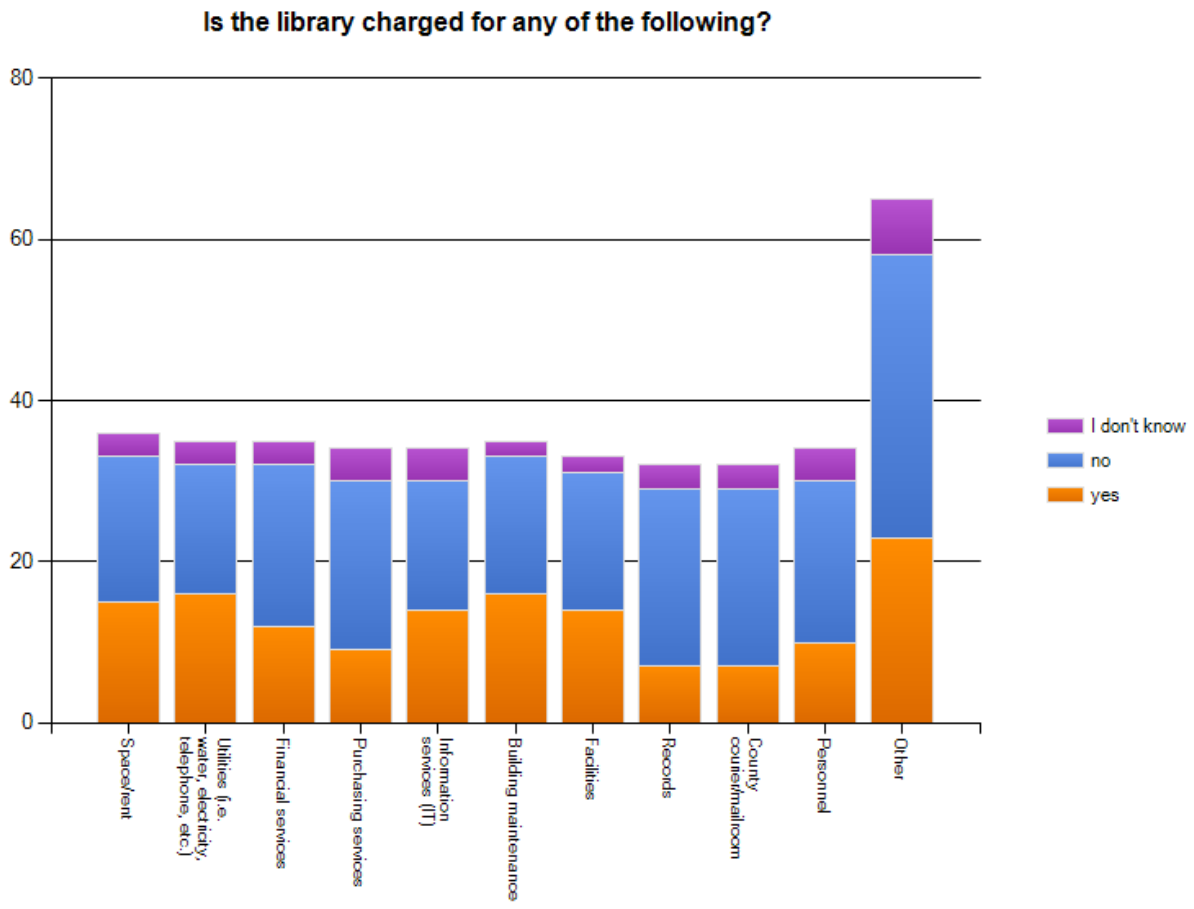



Which client groups can obtain after-hours access to the law library?
40
30
20
10
0
Attorneys
Judges
Court Staff
County Staff
General Public
Inmates
Other Client Group A
Other Client Group B
Other Client Group C
not applicable
I don't know
no
yes, by special arrangement
yes


Which of the following databases does the law library offer to its client groups?
25
20
15
10
5
0
BarBooks
Westlaw
Lexis-Nexis
LoisLaw
HeinOnLine
RIA
CCH Online
Not applicab
Attorneys
Judges
Court Staff
County Staff
General Pub
Inmate
Other


How many computers does the library have?
2
1.5
1
0.5
0
.85
1.53
staff computers
public access computers

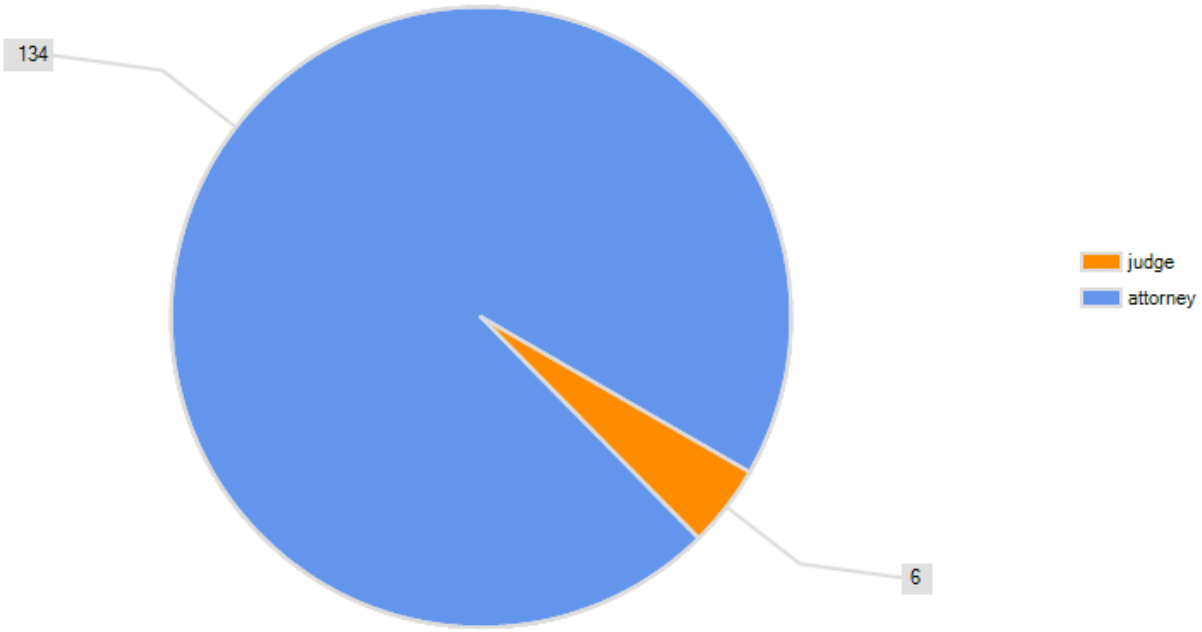

What other services do you provide to your client groups?
30
25
20
15
10
5
0
Research to find court cases
Locate and retieve needed materials not in my library
Purchase of needed print materials
Guide searchers in the discovery of information they need
Help users use and understand online databases and print collections
Print, scan, or fax documents
Refer to legal, library, and other external services
Package and sell legal forms such as family law forms
Create research guides such as "Pathfinders"
Network with other law libraries and agencies
Walk-in customer service
Telephone customer service
Email customer service
Web-based customer service
Not applicable


Is the library charged for any of the following?
80
60
40
20
0
Space/rent
Utilities (i.e. water, electricity, telephone, etc.)
Financial services
Purchasing services
Information services (IT)
Building maintenance
Facilities
Records
County courier/mailroom
Personnel
Other
I don't know
no
yes

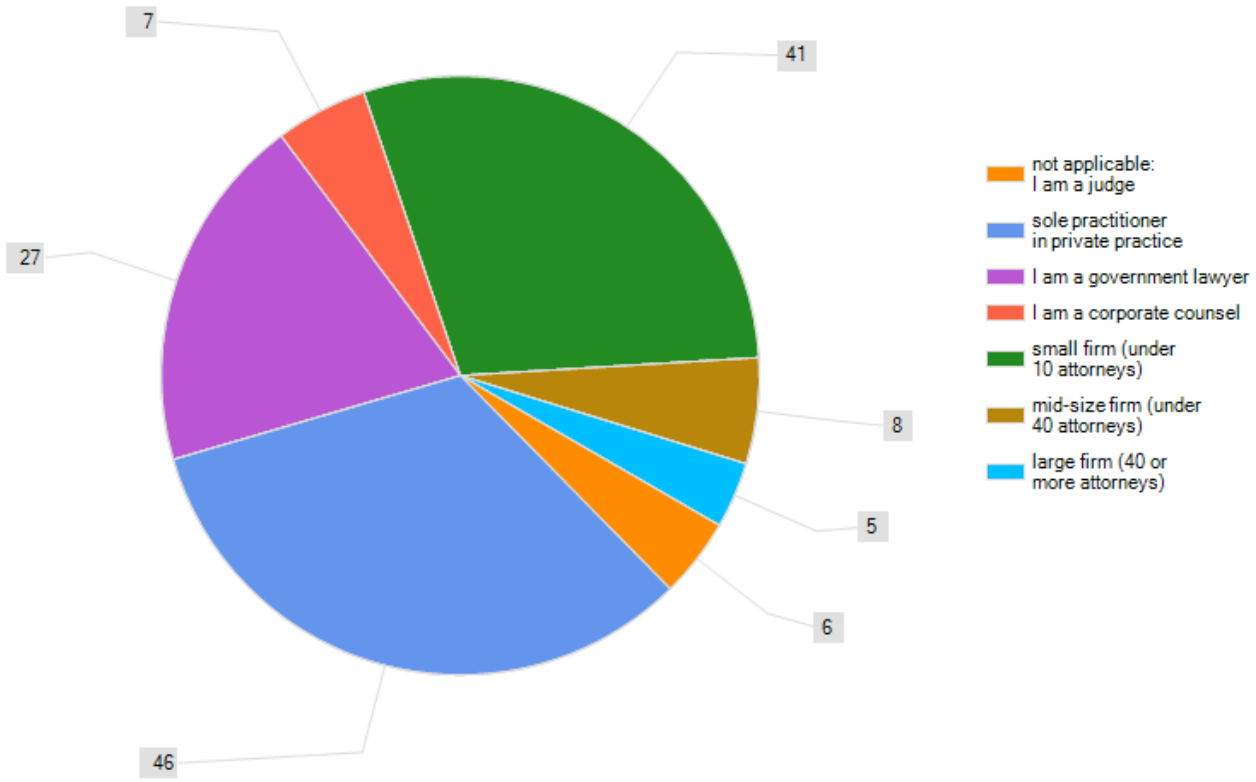
Appendix C: Judge/Attorney Survey Report

The following charts depict the responses to the survey questions administered online to judges and attorneys across Oregon. The survey asked attorneys and judges about their use of county law libraries and the importance of county law libraries. The survey was administered in September 2010.

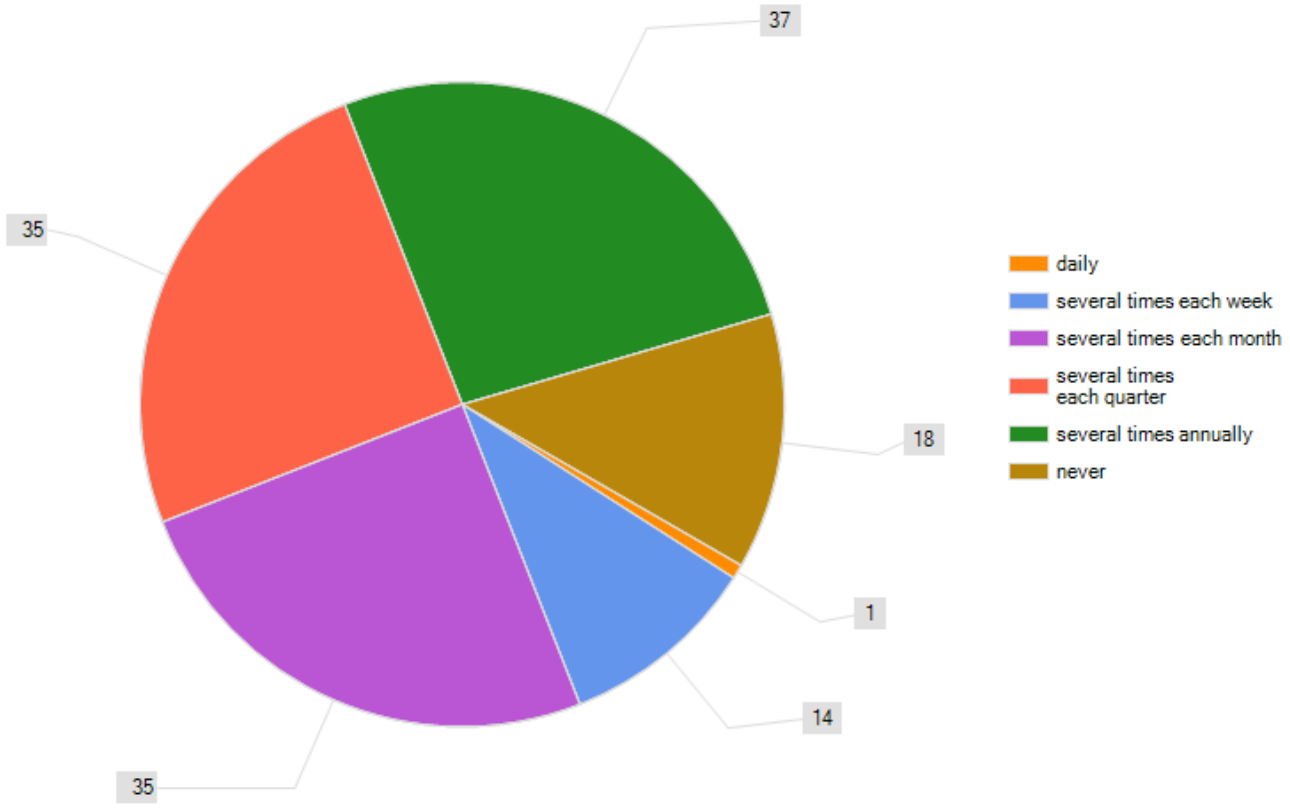
Are you a judge or an attorney?

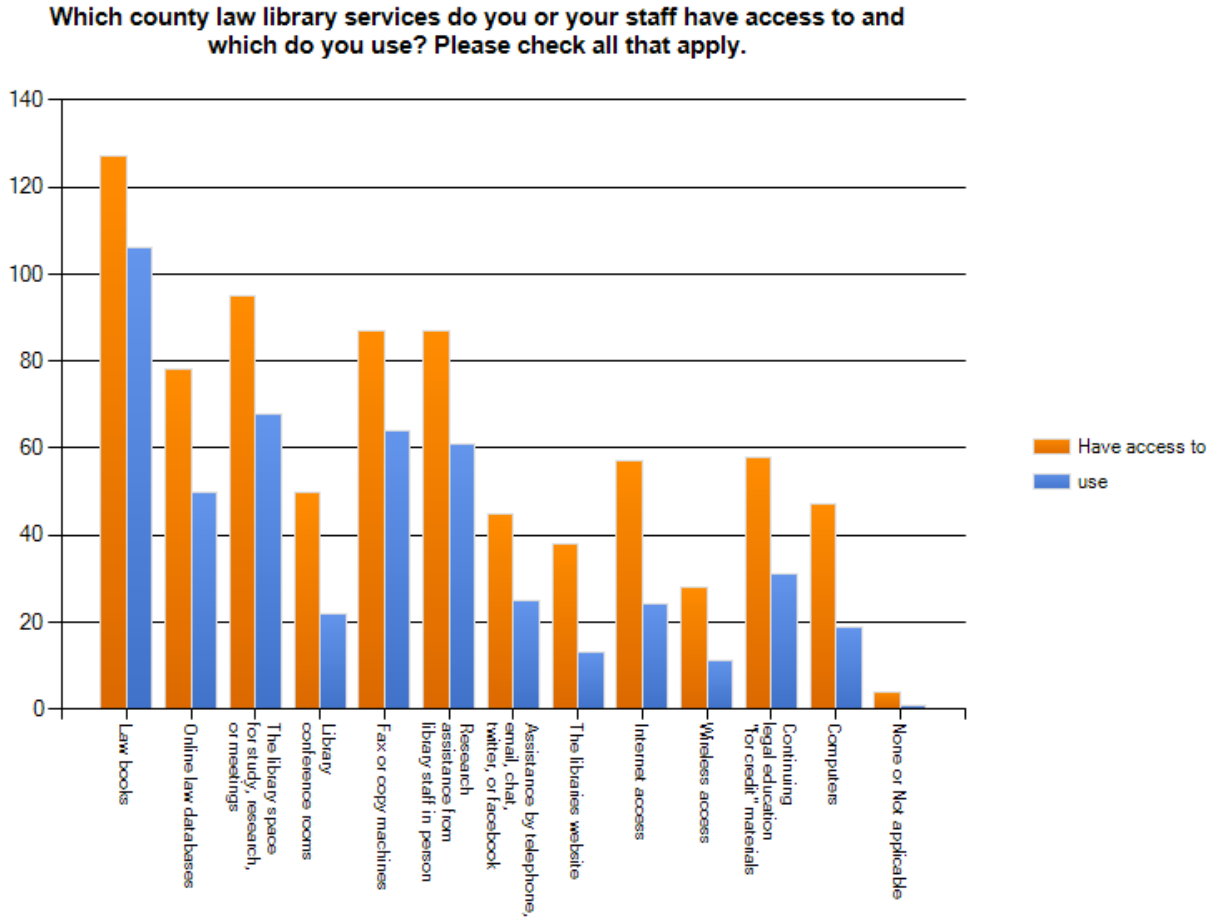


If you are an attorney, which of the following best describes your situation.

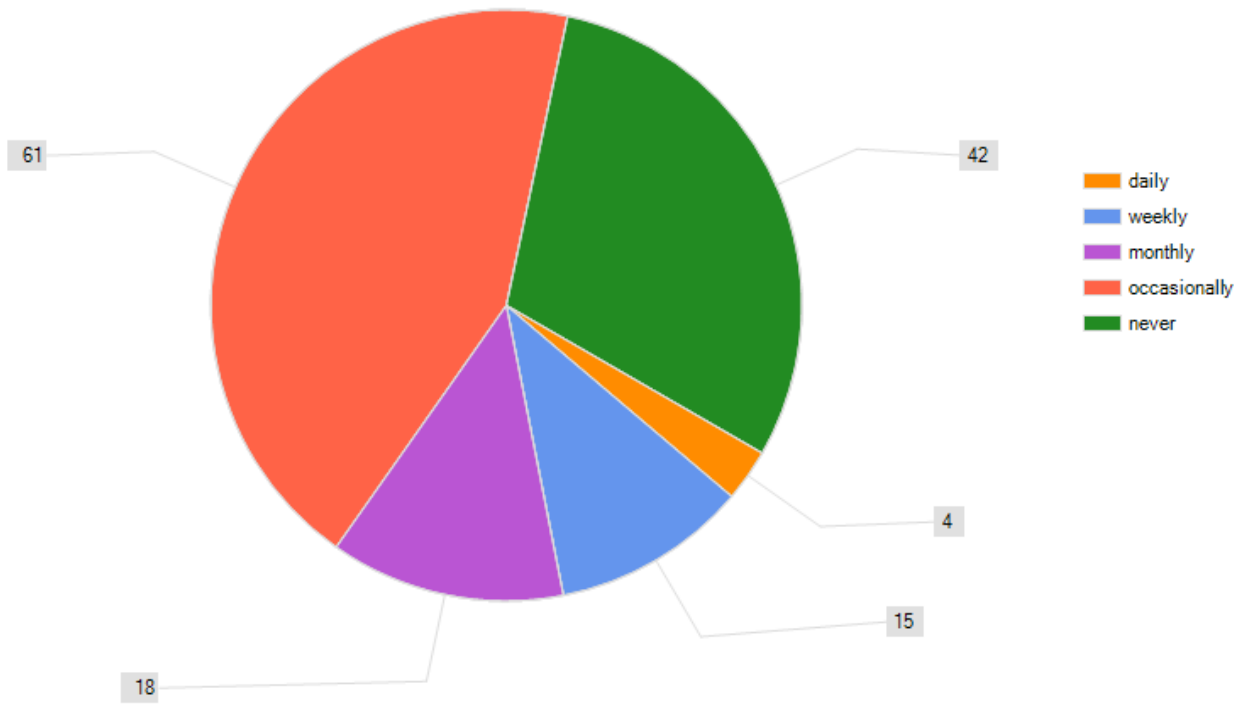


About how often do you or your staff use the county law library?

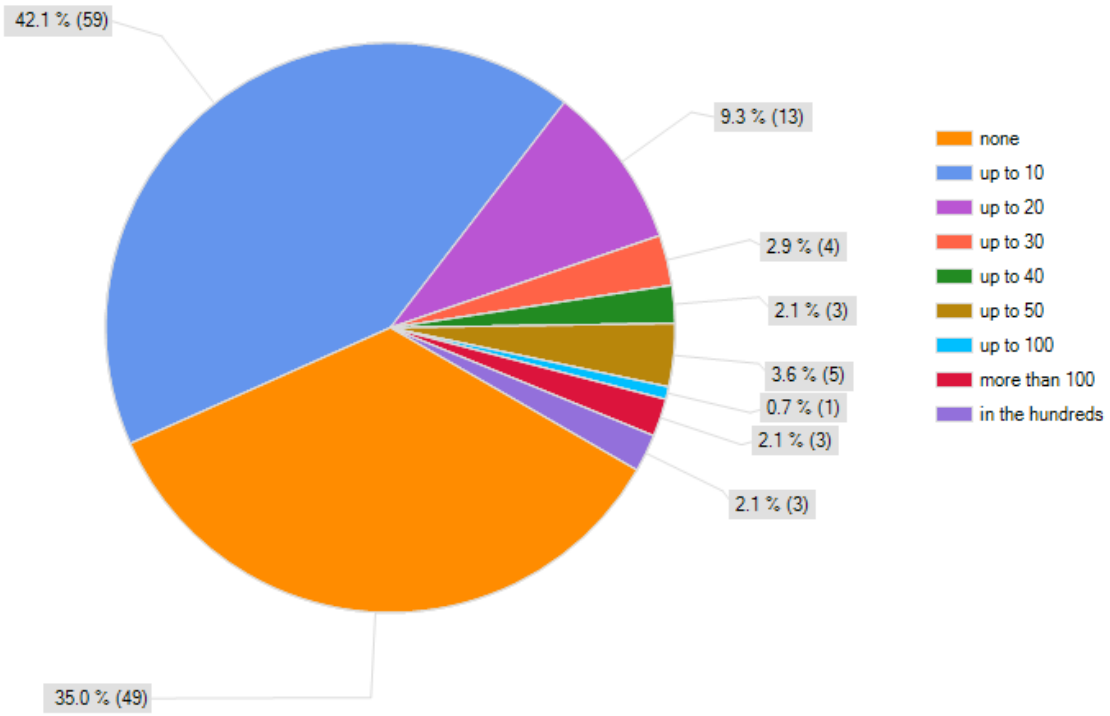


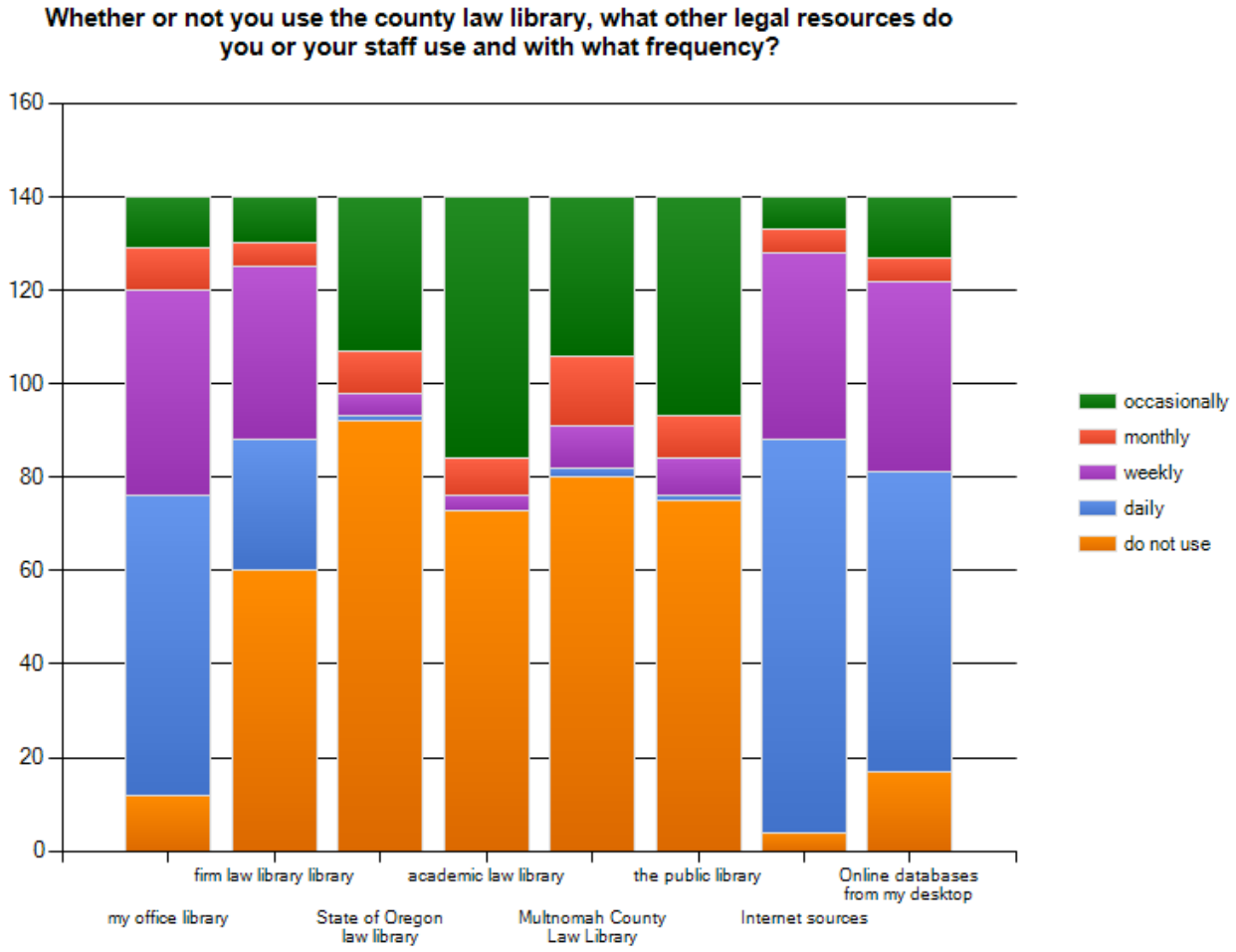

Which county law library services do you or your staff have access to and which do you use? Please check all that apply.
140
120
100
80
60
40
20
0
Law books
Online law databases
The library space for study, research, or meetings
Library conference rooms
Fax or copy machines
Research assistance from library staff in person
Assistance by telephone, email, chat, twitter, or facebook
The libraries website
Internet access
Wireless access
Continuing legal education "for credit" materials
Computers
None or Not applicable
Have access to
use

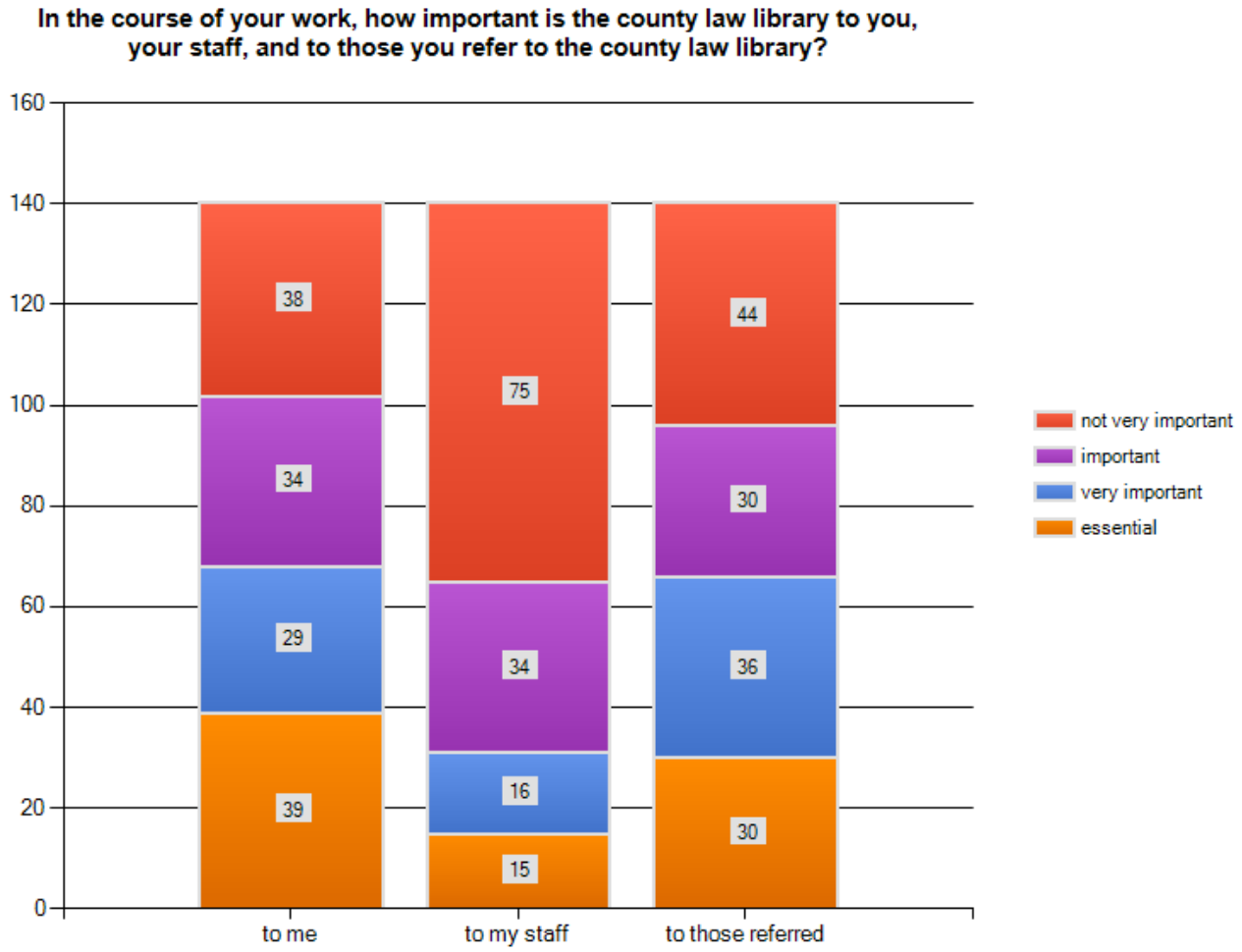
About how often do you and your staff refer individuals to the county law library?

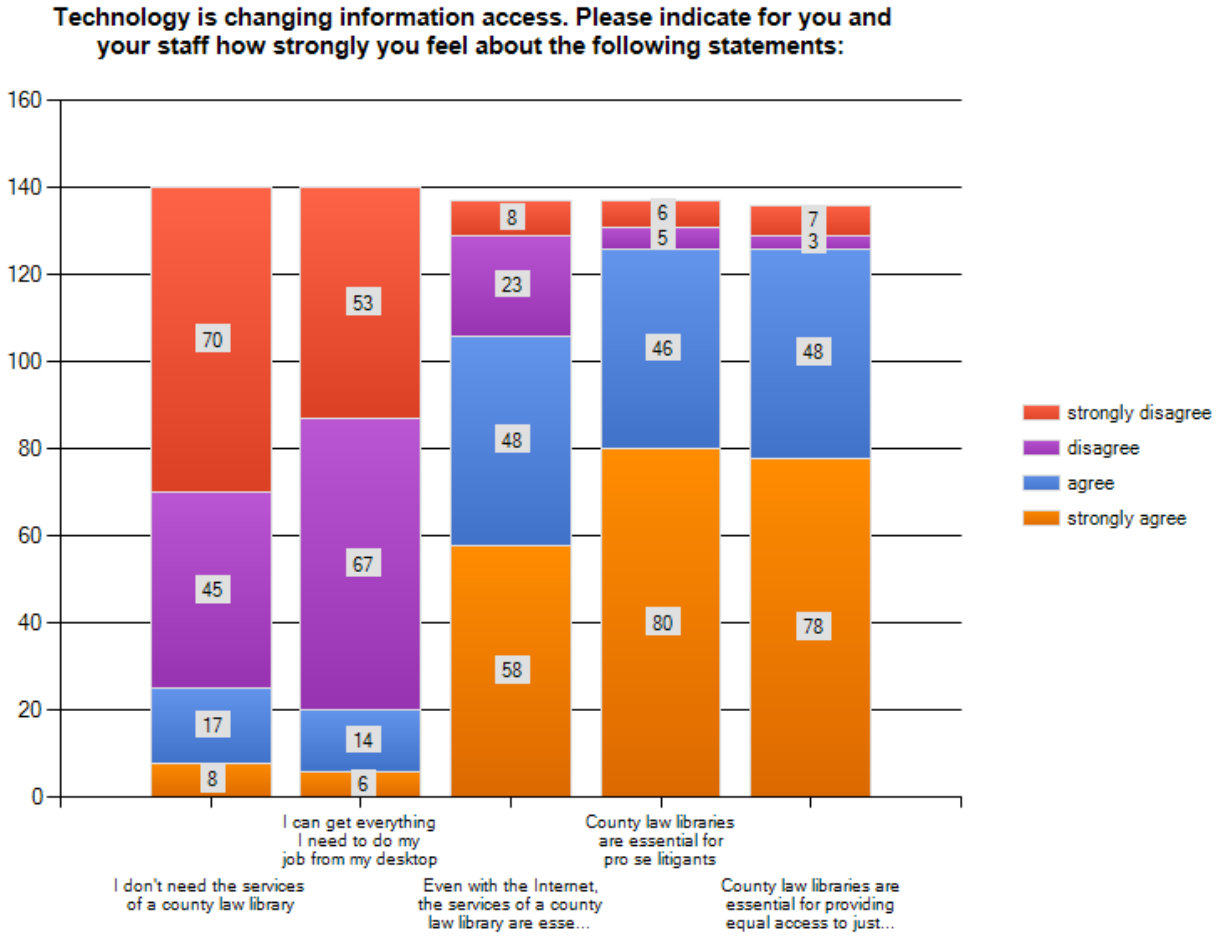


About how many individuals do you estimate you or your staff referred to the county law library in the last 12 months?




Whether or not you use the county law library, what other legal resources do you or your staff use and with what frequency?
160
140
120
100
80
60
40
20
0
my office library
firm law library library
State of Oregon law library
academic law library
Multnomah County Law Library
the public library
Internet sources
Online databases from my desktop
occasionally
monthly
weekly
daily
do not use


In the course of your work, how important is the county law library to you, your staff, and to those you refer to the county law library?
160
140
120
100
80
60
40
20
0
38
34
29
39
75
34
16
15
44
30
36
30
to me
to my staff
to those referred
not very important
important
very important
essential


Technology is changing information access. Please indicate for you and your staff how strongly you feel about the following statements:
160
140
120
100
80
60
40
20
0
70
45
17
8
53
67
14
6
8
23
48
58
6
5
46
80
7
3
48
78
I don't need the services of a county law library
I can get everything I need to do my job from my desktop
Even with the Internet, the services of a county law library are esse...
County law libraries are essential for pro se litigants
County law libraries are essential for providing equal access to just...
strongly disagree
disagree
agree
strongly agree

Appendix D: Database Costs

The following table shows the 2010 annualized subscription costs to counties for their online databases. Note: many of the counties do not have annual contracts but purchase on a monthly basis. Many said they prefer this method because they are able to discontinue the subscription if necessary without incurring default expenses.

County	BarBooks	Westlaw	Lexis-Nexis	LoisLaw	Hein OnLine	RIA	CCH Online	Other
Baker		$8,387						$1,401
Benton		$6762, 3-yr contract 4% increase/yr						
Clackamas	$1,995	$34,212 3-yr contract tied partially to print 4/01/08-3/31/11	$23,820/3-yr contract 8-1-08 thru 7/31/11		Through Washington County library card	$4,713 ($7,070 (18-month contract)		OJIN, PACER (fee per use basis)
Clatsop		$800	$900					
Columbia	None							
Coos		$4,320	$9,871					
Crook	None							
Curry	$695							
Deschutes			$6,000					
Douglas		$2,400						
Gilliam	None							
Grant	None							
Harney	None							
Hood River		$10,027						
Jackson	In negotiations	$19,548 for general $26,388 for counsel						
Jefferson		$12,828 –3 yr subscription						
Josephine		$2,160	$2,400					
Klamath	$1,395 (7/20/09-7/20/10)		$1,243 (1/1/10 - 11/30/13)		$495			
Lake		$4,608 - 3 yr subscription						
Lane	$1866	$ 11,000	$4,300		$ 1,300		$900	
Lincoln	$640	$10,000						
Linn	$1,695	$ 19,103						
Malheur	$700	$ 10,000						

County	BarBooks	Westlaw	Lexis-Nexis	LoisLaw	Hein OnLine	RIA	CCH Online	Other
Marion	$2,000		$15,384					
Morrow			n/a - County currently pays - no public access	n/a - County currently pays- no public access				
Multnomah		$14,328 - WestLaw's West Pro National Law Gold, contract 2009-2011 with 3% annual increase.			$3,995			
Polk		$6,780						
Sherman	$430	$2,517	$1,884					
Tillamook	$695	$29,540						
Umatilla		$9,996						
Union	$765			$2,000				
Wallowa	No databases but $400 membership to get 40% discount on print							
Wasco			$9,204, 3% increase/yr					
Washington		$22,644, 3% increase/yr	Lexis Back Office $6,480, 3% increase/yr; Lexis-Shephard's (public) $600		$1,995			Library World $365
Wheeler		$3,360						
Yamhill		$5,616	$13,524					

Appendix E: Job Title, Persons-in-Charge of County Law Libraries, August 2010

As noted in the body of this report, county law libraries in 19 counties have no designated library staff. In these counties, the person-in-charge of the "library" is usually the district attorney or county counsel who generally delegates limited ordering and filing duties to an assistant. In the other 17 counties where the law library has designated part-time or full-time staff, that staff is the person-in-charge of the library.

This table shows which body or office is responsible for county law libraries in each county, the location of the county law library, the job title of the person in charge of the library, the staffing of the library, and the staffing requirements of designated staff for the library in those counties with designated library staff, either part-time or full-time.

Bldg	County	Governing/Administrative Authority	In charge	Designated Library Staff/Educational Requirement
CCH	Baker	BOC	Ex Sec to CO Com	no library staff
County Legal Aid	Columbia	BOC/DA/	Legal aid paralegal	no library staff
CCH	Crook	BOC/County Counsel	County counsel	no library staff
CCH	Curry	BOC/DA/DDA	DA's office manager	no library staff
CCH	Gilliam	BOC/County Court	county clerk	no library staff
CCH	Grant	BOC/	trial court administrator	no library staff
CCH	Harney	BOC/DA	DA's office manager	no library staff
CCH/Circuit Courtroom	Hood River	DA	DA's office manager	no library staff
CCH	Jefferson	DA	chief deputy DA	no library staff
CCH	Lake	Presiding Judge	Judicial trial Service Specialist	no library staff
CCH	Malheur	BOC/County Counsel	County Counsel	no library staff
CCH/Circuit Courtroom	Morrow	BOC/DA	Office manager DA's office	no library staff
CCH	Polk	BOC/County Counsel	County counsel	no library staff
CCH	Sherman	BOC/DA	DA's office manager	no library staff
CCH	Tillamook	BOC/County Counsel	Director Facilities, Fleet, Contracts	no library staff
Pierce Library EOU	Union	BOC/Administrative Committee/Eastern Oregon University Library Director		no library staff
CCH/Circuit Courtroom	Wallowa	BOC/Assessor's Office	President WCBA	no library staff
CCH	Wasco	BOC/DA	DA, DA Assistant	no library staff
CCH	Wheeler	BOC/DA	DA assistant vacancy	no library staff
IB	Benton	BOC-CO Counsel and library Committee	law librarian	MLS/ 12 hours wk
CCH	Clatsop	BOC/County Manager/Juvenile department director	Staff Assistant	asst/6 hrs wk
IB /behind	Coos	BOC/County Counsel	Office manager/librarian	HS grad/6hrs wk

Bldg	County	Governing/Administrative Authority	In charge	Designated Library Staff/Educational Requirement
CCH				
IB	Deschutes	BOC/Deputy Co Administrator	law librarian	MLS/20 hrs week
Justice bldg	Douglas	BOC/County Library Director	law librarian	MLS/20 hrs week
CCH	Josephine	BOC/County Counsel	law librarian/law clerk	part time JD
Public library	Klamath	BOC/County Library Director	library assistant III	AA degree
CCH Annex	Lincoln	BOC/County Counsel	librarian	clerical/6 hrs/wk
CCH Annex Hurd Bldg	Linn	BOC/Co Administrative Officer	Linn Co law librn	no/part time
CCH	Umatilla	BOC/Admin Services Dept	law librarian	half time some college
IB	Yamhill	BOC/County Administrator	law librarian	other masters/12 hrs/wk
Annex/IB	Clackamas	BOC-CO Bar Assn Library Committee/Circuit Court Judge	law librarian	MLS full time
Justice bldg	Jackson	BOC/Co Lib/Business & Support Manager	law librarian	BA/full time
CCH	Lane	BOC/County Counsel	law librarian	MLS fulltime
CCH	Marion	BOC/County Counsel	law librarian	MLS fulltime
CCH and Branch	Multnomah	County Law Library Board of Directors	law librarian	MLS, JD fulltime
IB	Washington	BOC/Presiding Judge of Co Circuit Court	law librarian	MLS fulltime

Appendix F: Brief Description of Library Collection

The following table includes the brief description given by interviewees of their county's law library collections.

County	Response
Baker	ORS latest edition; WestLaw; "bunch of books." Books are all older standards, not updated for 10 and more years.
Benton	Primarily Oregon materials, ORS, OAR, CLE's, Oregon Case Law and Digest, US Code and Supreme Court Reports, treatises
Clackamas	Approx 10,000 legal materials in print and access to online legal research subscription databases, covering local, state and federal laws and topics
Clatsop	OAR, ORS, State and Federal laws, rules, cases and treatises, some law reviews, statutes, city and county codes, general opinions
Columbia	Treatises, current Oregon CLE, ORS, Statutes, reference books, misc other outdated books (DA feels it needs to be downsized by 40%)
Coos	Everything Oregon legal, Oregon Law Review, statutes, State reporters, Federal laws, CLE, corporate, construction, environmental, contract, insurance, tort law, Jury instructions, UCC, CFR, ALR
Crook	Oregon Revised Statutes, Judicial Department publications, etc (see attachment)
Curry	Oregon Reports, Oregon laws, Medical research info - Intoxication Test Evidence, BarBooks, Jury Instructions, CLE
Deschutes	Primarily Oregon law, cases, treatises; federal cases and statutes; limited treatise collection
Douglas	Oregon materials, Federal Reporters, Federal Laws, State Bar print resources, OCDLA newsletters, various treatises, dictionary, some self help legal (Nolo) titles
Gilliam	Treatises, current Oregon CLE, Statutes, Am. Jur. Pleading and Practice Forms, Out of date volumes throughout building; ORS, Oregon Reports and reference books in courtroom
Grant	ORS, Oregon Reports, and Oregon Appellate cases are primary materials, subscribe to all advance sheets. Collection was downsized when space needed for jury room. Asked the Judge what he wanted and he helped cull and identify need for certain books for attorneys and public. At that time tried to rally interest among bar assn. to get a computer but never materialized.
Harney	Oregon Reports complete and up to date, including Oregon Reports Court of Appeals; US Code Service; Oregon Digest, US Supreme Court Reports; archive of ORS 1991-; Am-Jur Legal Forms 2nd ed. with updates to 2010; Oregon Digest 2nd ed. (2006); Shepard's Oregon Citations 7th ed. (1995) and all supps. to date; Oregon Tax Reports; Corpus Juris Secundum 1990 ed. and all supps. to current. some textbooks and supplemental material (PDR, dictionary, etc.)
Hood River	Book collection focuses on criminal law. bankruptcy, landlord/tenant issues, family law, things we think the public would be interested in. The DA attorneys receive mailers advertising printed material and request that Janet purchase it.
Jackson	State and Federal laws, rules, cases and treatises, some law reviews, statutes, city and county codes, attorney general opinions, OAR
Jefferson	Oregon Reports (current). Assortment of other law reference books (Oregon Revised Statutes).

County	Response
Josephine	Treatises, current Oregon CLE, Statutes, Am. Jur. Pleading and Practice Forms, American Law Reports, some Nolo publications and a wide variety of out of date Reporters.
Klamath	Oregon codes, historical and current as well as all available print resources; US Code, treatises, encyclopedias
Lake	Oregon Revised Statutes, Oregon Reports.
Lane	Oregon primary & secondary sources, federal primary and secondary sources, case law for other states, legal treatises
Lincoln	State Case Law
Linn	ORS, OAR, local codes, USCA, Case law, Shepard's Citations, Digests, Session laws, Law Reviews, legal encyclopedias, some treatises
Malheur	online bar books; online all Oregon libraries, all Federal cases: Pacific Reporter 9th Circuit; CFR; Key-cite: US Code; BOOKS: family law, criminal law, ORS
Marion	Oregon primary materials: statutes, cases, regs, admin decisions and federal statutes. secondary form books legal encyclopedias CLE's, largely Oregon
Morrow	archived ORS, OAR, basic print sets (AmJurs, etc.) not necessarily updated; Oregon Reports complete and current; ORS print current
Multnomah	Complete Oregon reported decisions, laws and regulations from territory to date, appellate briefs and treatises. Plus reported decisions of all US state courts and federal courts and agencies; Canadian federal and selected provincial courts; British high courts; all US state laws and codes; all US federal laws, codes. and regulations; Canadian and British laws and codes; Federal, Pacific, General, and selected state digests; ALR series; over 500 periodicals; treatises.
Polk	Online Westlaw Patron Access for Oregon law and various print materials (primarily for reference).
Sherman	BarBooks, Westlaw, ORS. Oregon law, cases, treatises; federal cases and statutes
Tillamook	Oregon Reports in print West's ORSA in print Miscellaneous publications provided to library at no cost Westlaw online BarBooks online County Code is available through County web page.
Umatilla	ORS archives to 1989 that are not online; all Oregon Case Law, all state published materials (i.e. AG, OJD pubs., ORS, OAR , House/Senate Journals); OregonDigest, Shepard's for reporters we have in print and all updates ; Treatise materials such as Desk Books (OSB) and textbooks, updated new eds as needed/afforded.; Regional Reporters were dropped. Most used is the Oregon Collection led by the OSB Desk Books. The most used federal materials: Bankruptcy, Indian Law, Federal Criminal; Constitutional and Prisoner Rights.

County	Response
Union	Collection retrieved from Union County - reviewed and recommendation to retain made by librarian with a JLD at county at that time (2002). Since then collection reviewed by bar assn. committee for continuances. EOU is Federal and State Depository so extensive free resources; comprehensive collection, up to date. Oregon Reports 1853-1916, balance online; tossed Am Jurs (secondary source), print Desk Books (OSB) - very popular
Wallowa	Desk Books (OSB); 2 copies of Oregon Digest, Oregon Reports; Oregon Appellate Reports; others: Pacific Reporter; ALR; USCA; (ORS, OAR, ALR print updates purchased with Circuit Court funds); for public especially Family Law materials and Jury Instructions.
Wasco	Lexis-Nexis, statutes, administrative rules, and federal codes
Washington	Primary and secondary legal research resources for local, state and federal jurisdictions. Strong collection of Oregon xxx
Wheeler	Oregon Reports, law reference books, a Westlaw subscription which he will let expire to save money, and a large number of outdated print material
Yamhill	N/A

Appendix G: Revenue, General Population, Attorney Population by County

This table shows the county law library revenue by county for the fiscal year ending June 30, 2010. The revenues are as provided by Susan Taylor, Oregon Judicial Department, BFSD, in "Law Library Revenue for the Fiscal Year Ended June 30, 2010" to the Oregon Council of County Law Libraries, August 2010.

The table includes county population and the attorney population of each county. The population is the 2010 certified population from Portland State University's Population Research Center. The attorney population is from the Oregon State Bar Association. The table includes revenue per capita and revenue per attorney. The counties are in order by per capita revenue in ascending order. Columns 7 and 8 show the county rankings according to revenue per attorney. The colors differential "A", "B", and "C" counties; these A, B, and C designations indicate levels of service. Service Level Designations are explained in the report on page 8.

REVENUE, GENERAL POPULATION, ATTORNEY POPULATION BY COUNTY

1. County	2.Revenue FY 2010 (ending June 30, 2010)	3.OSB active attorneys July 2010	4.Population Certified 2010	5.Revenue per capita	6.Revenue attorney per capita	7.County	8.Revenue attorney per capita
Grant	3,593	8	7,525	0.48	449.13	Multnomah	231.66
Harney	4,157	7	7,715	0.54	593.86	Marion	277.80
Malheur	18,070	44	31,720	0.57	410.68	Hood River	405.18
Sherman	1,153	2	1,830	0.63	576.50	Malheur	410.68
Benton	55,744	111	86,725	0.64	502.20	Lane	445.01
Morrow	8,860	2	12,540	0.71	4,430.00	Grant	449.13
Baker	11,835	19	16,450	0.72	622.89	Washington	485.21
Wheeler	1,315	1	1,585	0.83	1,315.00	Benton	502.20
Jefferson	19,261	18	22,715	0.85	1,070.04	Clackamas	528.18
Hood River	20,259	50	21,725	0.93	405.18	Lincoln	563.51
Polk	65,942	71	68,785	0.96	928.76	Sherman	576.50
Union	24,535	32	25,470	0.96	766.72	Harney	593.86
Gilliam	1,821	2	1,885	0.97	910.50	Baker	622.89
Wallowa	6,945	10	7,100	0.98	694.50	Deschutes	656.72
Tillamook	26,611	36	26,130	1.02	739.19	Wallowa	694.50
Lake	7,750	11	7,600	1.02	704.55	Wasco	697.74
Washington	563,327	1,161	527,140	1.07	485.21	Lake	704.55
Umatilla	78,147	99	72,430	1.08	789.36	Yamhill	733.64
Crook	29,426	23	27,185	1.08	1,279.37	Tillamook	739.19
Yamhill	103,444	141	95,250	1.09	733.64	Union	766.72
Marion	351,690	1,266	318,170	1.11	277.80	Umatilla	789.36
Linn	126,606	109	110,865	1.14	1,161.53	Curry	875.97
Lane	402,733	905	347,690	1.16	445.01	Jackson	877.05
Douglas	122,762	102	105,395	1.16	1,203.54	Gilliam	910.50

1. County	2.Revenue FY 2010 (ending June 30, 2010)	3.OSB active attorneys July 2010	4.Population Certified 2010	5.Revenue per capita	6.Revenue attorney per capita	7.County	8.Revenue attorney per capita
Wasco	29,305	42	24,230	1.21	697.74	Polk	928.76
Clackamas	464,797	880	379,845	1.22	528.18	Clatsop	985.25
Columbia	59,496	50	48,410	1.23	1,189.91	Coos	989.67
Lincoln	58,606	104	44,700	1.31	563.51	Klamath	1,056.23
Curry	28,031	32	21,340	1.31	875.97	Jefferson	1,070.04
Klamath	89,780	85	66,350	1.35	1,056.23	Linn	1,161.53
Coos	86,101	87	63,065	1.37	989.67	Columbia	1,189.91
Jackson	283,286	323	207,010	1.37	877.05	Douglas	1,203.54
Josephine	116,797	82	83,665	1.40	1,424.36	Crook	1,279.37
Deschutes	250,212	381	170,705	1.47	656.72	Wheeler	1,315.00
Clatsop	64,041	65	37,840	1.69	985.25	Josephine	1,424.36
Multnomah	1,269,010	5,478	724,680	1.75	231.66	Morrow	4,430.00
Total	**4,855,446**	**11,839**	**3,823,465**	**1.27**	**410.12**	Total	**410.12**

Appendix H: Adopted Budget Operating Expenditures FY009/10

The following table is a summary of the operating budgets of Oregon's 36 county law libraries. The categories are explained in the report narrative. The figures are as reported by the persons interviewed and the Consultant's review of public budget documents provided by them or obtained by the Consultant. The figures are for the year ending June 30, 2010 except as noted.

County	personnel salary and benefits (and some contractual staffing)	print publications	online services	other non-print	other operating costs	admin charges (inter-fund transfers & line item charges)	Other budgeted expenditures not covered in preceding list (capital expenditures, debt service)	Total Expenditure Budget
Baker		$427	$9,788			$2,500		**$12,715**
Columbia					$24,000			**$24,000**
Crook		$39,200			$2,500	$3,000		**$44,700**
Curry	$17,379	$9,305	$695		$12,000			**$39,379**
Gilliam		$1,000						**$1,000**
Grant		$9,500						**$9,500**
Harney		$5,243						**$5,243**
Hood River	$10,815	$14,973	$10,027		$11,685			**$47,500**
Jefferson		$20,000				$6,500	$5,000	**$31,500**
Lake		$3,737	$4,608			$165		**$8,510**
Malheur		$2,500	$20,000		$2,000	$4,500		**$29,000**
Morrow		$20,900						**$20,900**
Polk		$20,852	$6,780		$19,351	$4,017		**$51,000**
Sherman		$200	$7,377					**$7,577**
Tillamook		$14,265	$30,235		$500			**$45,000**
Union		$11,060	$2,765		$550	$718		**$15,093**
Wallowa	$1,200	$2,900						**$4,100**
Wasco		$20,796	$9,204			$3,000		**$33,000**
Wheeler			$2,385		$200			**$2,585**
Benton	$11,055	$15,818	$6,762		$4,528	$12,952		**$51,115**
Clatsop			$1,700					**$1,700**
Coos	$5,471	$45,809	$14,191	$10,000		$17,000		**$92,471**
Deschutes	$49,116	$60,000	$9,000		$9,906	$38,053	$100	**$166,175**
Douglas	$37,500	$86,560	$2,400					**$126,460**
Josephine	$38,700	$15,000	$13,000		$56,000	$10,000		**$132,700**
Klamath	$40,944	$12,000	$15,000		$22,676	$21,882		**$117,502**
Lincoln	$8,000	$9,750	$9,500		$10,250			**$37,500**
Linn	$36,434	$34,029	$20,798	$1,305	$13,291	$28,334		**$134,191**
Umatilla	$19,729	$39,006	$7,000		$3,380			**$69,115**
Yamhill	$14,837	$37,748	$37,748		$19,099	$908		**$110,340**
Clackamas[5]	$140,579	$100,000	$100,000			$86,766	$10,000	**$437,345**

[5] Year ending June 30, 2009

County	personnel salary and benefits (and some contractual staffing)	print publications	online services	other non-print	other operating costs	admin charges (inter-fund transfers & line item charges)	Other budgeted expenditures not covered in preceding list (capital expenditures, debt service)	Total Expenditure Budget
Jackson	$76,142	$150,000	$45,940		$367,546			**$639,628**
Lane	$187,292	$75,674	$24,000		$61,822	$61,636	$62,000	**$472,424**
Marion	$178,313	$47,000	$26,500		$28,518	$55,563		**$335,894**
Multnomah	$380,000	$530,000	$21,500		$150,000	$16,500		**$1,098,000**
Washington	$219,005	$125,000			$19,975	$93,525	$17,906	**$475,411**
TOTAL	**$1,473,077**	**$1,585,252**	**$458,903**	**$11,305**	**$805,963**	**$469,326**	**$141,026**	**$4,944,852**

Appendix I: Service Levels, Staffing, Population, and Revenue Per Capita

The following table displays the hours of service, staffing, revenue, general and attorney population, and per capita expenditures by general and attorney population for each county law library. The counties are grouped by service level: A, B, C. These "Service Level Designations" are explained in the report narrative on page 14.

County	Number of hours open for self service per week	Number of hours with "dedicated" staff	Service level	Revenue FY 2010 (ending June 30, 2010)	OSB active status attorneys as of July 2010	Population of the County, Certified 2010	Revenue per capita	Revenue attorney per capita
Baker	40	0	a	11,835	19	16,450	0.72	622.89
Columbia	25	0	a	59,496	50	48,410	1.23	1,189.91
Crook	45	0	a	29,426	23	27,185	1.08	1,279.37
Curry	45	0	a	28,031	32	21,340	1.31	875.97
Gilliam	40	0	a	1,821	2	1,885	0.97	910.50
Grant	40	0	a	3,593	8	7,525	0.48	449.13
Harney	42.5	0	a	4,157	7	7,715	0.54	593.86
Hood River	40	0	a	20,259	50	21,725	0.93	405.18
Jefferson	45	0	a	19,261	18	22,715	0.85	1,070.04
Lake	45	0	a	7,750	11	7,600	1.02	704.55
Malheur	37.5	0	a	18,070	44	31,720	0.57	410.68
Morrow	40	0	a	8,860	2	12,540	0.71	4,430.00
Polk	40	0	a	65,942	71	68,785	0.96	928.76
Sherman	40	0	a	1,153	2	1,830	0.63	576.50
Tillamook	40	0	a	26,611	36	26,130	1.02	739.19
Union	89.5	0	a	24,535	32	25,470	0.96	766.72
Wallowa	42.5	0	a	6,945	10	7,100	0.98	694.50
Wasco	37.5	0	a	29,305	42	24,230	1.21	697.74
Wheeler	40	0	a	1,315	1	1,585	0.83	1,315.00
Benton	12	12	b	55,744	111	86,725	0.64	502.20
Clatsop	6	6	b	64,041	65	37,840	1.69	985.25
Coos	40	6	b	86,101	87	63,065	1.37	989.67
Deschutes	20	20	b	250,212	381	170,705	1.47	656.72
Douglas	18	18	b	122,762	102	105,395	1.16	1,203.54
Josephine	20	20	b	116,797	82	83,665	1.40	1,424.36
Klamath	32	32	b	89,780	85	66,350	1.35	1,056.23
Lincoln	45	10	b	58,606	104	44,700	1.31	563.51
Linn	20	20	b	126,606	109	110,865	1.14	1,161.53
Umatilla	15	15	b	78,147	99	72,430	1.08	789.36
Yamhill	40	12	b	103,444	141	95,250	1.09	733.64
Clackamas	42.5	42.5	c	464,797	880	379,845	1.22	528.18
Jackson	45	45	c	283,286	323	207,010	1.37	877.05
Lane	45	45	c	402,733	905	347,690	1.16	445.01
Marion	42.5	42.5	c	351,690	1,266	318,170	1.11	277.80

County	Number of hours open for self service per week	Number of hours with "dedicated" staff	Service level	Revenue FY 2010 (ending June 30, 2010)	OSB active status attorneys as of July 2010	Population of the County, Certified 2010	Revenue per capita	Revenue attorney per capita
Multnomah	70	70	c	1,269,010	5,478	724,680	1.75	231.66
Washington	45	45	c	563,327	1,161	527,140	1.07	485.21