

Department: District Attorney

Program Contact: Jodi Erickson

Program Offer Type: Support

Program Offer Stage: As Requested

Related Programs:
Program Characteristics: In Target

Executive Summary

The District Attorney's Information Technology Unit provides rapid and economical computer desktop support, as well as all computer software, servers, peripherals and network support to DA users. The 7-person unit is responsible for the operation and maintenance of the DA's document management system, Alfresco, and the DA's principal case tracking systems, CRIMES Juvenile and CRIMES Adult; in addition, the unit collects and prepares the Office's statistical data for public consumption. The unit also maintains a Helpdesk for members of the DA's office.

Program Summary

The IT Unit supports all aspects of IT for the District Attorney's Office, including but not limited to acquisition, deployment, maintenance, monitoring, development, upgrade and support of all DA IT systems, including servers (physical and virtual), PC's, laptops and tablets, plus operating systems hardware, software and peripherals. This includes, but is not limited to: case tracking systems for adult and juvenile components; document management and imaging systems; web services for intranet and internet publishing, database administration, data exchanges with external law enforcement and other public safety agencies, report generation, file and print services, email services, mobile access and mobile device services, email spam filtering, document repository services and desktop support services. In addition, the unit oversees data storage, retention, backup and restoration.

The IT Unit supports over 225 DA employee users and works closely with Justice Partner agencies to provide their users access to CRIMES case management system. The unit also maintains the offices external website www.MCDA.us, as well as an office only intranet. The unit also manages video and audio equipment used throughout the courtrooms in the central courthouse, video and audio equipment in three Grand Jury hearing rooms, and the For The Record (FTR) system used for mandated recording of all Grand Jury hearings.

This program allows the District Attorney to fulfill a legal responsibility under Oregon state law to maintain a register of official business, in which the District Attorney makes a note of every action, suit or proceeding commenced or defended by the District Attorney in official capacity, and the proceedings, therein.

The program's Help Desk is staffed 7:30 AM to 5:00 PM, Monday through Friday, and 9:00 AM to 5:00 PM on Saturdays and Sundays.

Performance Measures

| Measure Type | Primary Measure | FY18 Actual | FY19 Purchased | FY19 Estimate | FY20 Offer |
|--------------|--|-------------|----------------|---------------|------------|
| Output | Help Desk Calls | 4,195 | 3,430 | 3,209 | 3,300 |
| Outcome | Number of times the DA network failed due to an internal cause | 0 | 0 | 0 | 0 |

Performance Measures Descriptions

For additional MCDA Budget Information:

<http://mcda.us/wp-content/uploads/2019/02/MCDA-Budget-Informational-Packet-FY-20.pdf>

Legal / Contractual Obligation

ORS 8.700 - Register to be kept. The district attorney must keep a register of official business, in which the District Attorney makes a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein. The register shall, at the expiration of the term of office of the district attorney, be delivered by the district attorney to the successor in office.

Revenue/Expense Detail

| | Proposed General Fund | Proposed Other Funds | Proposed General Fund | Proposed Other Funds |
|------------------------|-----------------------|----------------------|-----------------------|----------------------|
| Program Expenses | 2019 | 2019 | 2020 | 2020 |
| Personnel | \$934,254 | \$0 | \$995,598 | \$0 |
| Contractual Services | \$25,000 | \$0 | \$52,000 | \$0 |
| Materials & Supplies | \$242,900 | \$0 | \$306,400 | \$0 |
| Internal Services | \$958,574 | \$0 | \$1,227,124 | \$0 |
| Capital Outlay | \$40,000 | \$0 | \$45,000 | \$0 |
| Total GF/non-GF | \$2,200,728 | \$0 | \$2,626,122 | \$0 |
| Program Total: | \$2,200,728 | | \$2,626,122 | |
| Program FTE | 6.00 | 0.00 | 6.00 | 0.00 |

| Program Revenues | | | | |
|----------------------|------------|------------|------------|------------|
| Total Revenue | \$0 | \$0 | \$0 | \$0 |

Explanation of Revenues

Significant Program Changes

Last Year this program was: FY 2019: 15002-19 Information Technology