

**Division:** District Attorney Administration

**Program Characteristics:**

**Program Description**

The Information Technology (IT) Unit provides technology services that support MCDA's core prosecutorial and administrative operations. The unit manages the office's technology infrastructure, including hardware, software, servers, mobile devices, and secure data systems that enable staff to work efficiently and reliably.

The IT Unit supports critical systems used for case tracking, digital evidence management, document storage, and secure data exchange with justice partners. The unit also oversees system security, database administration, and web services, including MCDA's public website and internal intranet, supporting transparency, accessibility, and internal communication.

In addition, the IT Unit supports courtroom and hearing technology, including audio and video systems and the recording platform required for grand jury proceedings under Oregon law. To ensure continuity of operations, the IT Unit operates a Help Desk staffed from 7:30 a.m. to 5:00 p.m. Monday through Friday and 9:00 a.m. to 5:00 p.m. on weekends, and provides system maintenance, data backup and recovery, and responsive technical support.

**Equity Statement**

The IT Unit supports equity by ensuring that technology systems are reliable, secure, and accessible for staff, justice partners, and the public. By maintaining data integrity and supporting transparent information sharing, the unit helps promote accountability and a fair, responsive justice process.

**Revenue/Expense Detail**

|                        | <b>2026<br/>General Fund</b> | <b>2026<br/>Other Funds</b> | <b>2027<br/>General Fund</b> | <b>2027<br/>Other Funds</b> |
|------------------------|------------------------------|-----------------------------|------------------------------|-----------------------------|
| Personnel              | \$1,929,880                  | \$0                         | \$1,982,394                  | \$0                         |
| Contractual Services   | \$35,500                     | \$0                         | \$80,000                     | \$0                         |
| Materials & Supplies   | \$684,689                    | \$0                         | \$1,409,677                  | \$0                         |
| Internal Services      | \$23,441                     | \$0                         | \$1,087,612                  | \$0                         |
| Capital Outlay         | \$12,092                     | \$0                         | \$0                          | \$0                         |
| <b>Total GF/non-GF</b> | <b>\$2,685,602</b>           | <b>\$0</b>                  | <b>\$4,559,683</b>           | <b>\$0</b>                  |
| <b>Total Expenses:</b> | <b>\$2,685,602</b>           |                             | <b>\$4,559,683</b>           |                             |
| <b>Program FTE</b>     | 9.00                         | 0.00                        | 9.00                         | 0.00                        |
| <b>Total Revenue</b>   | <b>\$0</b>                   | <b>\$0</b>                  | <b>\$0</b>                   | <b>\$0</b>                  |

**Performance Measures**

| <b>Performance Measure</b>                            | <b>FY25<br/>Actual</b> | <b>FY26<br/>Estimate</b> | <b>FY27<br/>Target</b> |
|-------------------------------------------------------|------------------------|--------------------------|------------------------|
| Help Desk Tickets created then resolved or closed     | 5,533                  | 6,288                    | 7,000                  |
| Number of custom reports maintained and in production | 44                     | 55                       | 60                     |