

**Division:** Juvenile Services Division

**Program Characteristics:**

**Program Description**

Juvenile Data and Administrative Services assists the Juvenile Services Division administration, court, and community supervision services in the following areas:

- Maintaining accurate records internally and in various statewide data systems;
- Providing information and referrals to the public and community partners;
- Conducting administrative and clerical support to division personnel;
- Coordinating property management and purchasing;
- Providing reception coverage;
- Completing expunctions of Juvenile records pursuant to Oregon statutes.

This program additionally supports specialized data entry and record maintenance in the required statewide Juvenile Justice Information System (JJIS) and Law Enforcement Data System (LEDS), and supports data coordination with the Oregon Youth Authority (OYA).

**Equity Statement**

The program supports equity through transparent, accurate, records management and fair decision-making. By ensuring timely documentation and compliant expunctions, the program protects youth and families from systemic errors. Reliable records and data practices provide equitable pathways for justice involved youth and families, promoting fairness and improved long-term outcomes.

**Revenue/Expense Detail**

	<b>2026 General Fund</b>	<b>2026 Other Funds</b>	<b>2027 General Fund</b>	<b>2027 Other Funds</b>
Personnel	\$1,212,764	\$66,247	\$1,284,820	\$73,080
Contractual Services	\$1,000	\$0	\$1,000	\$0
Materials & Supplies	\$34,726	\$0	\$34,726	\$0
Internal Services	\$10,204	\$13,945	\$5,661	\$15,771
<b>Total GF/non-GF</b>	<b>\$1,258,694</b>	<b>\$80,192</b>	<b>\$1,326,207</b>	<b>\$88,851</b>
<b>Total Expenses:</b>	<b>\$1,338,886</b>		<b>\$1,415,058</b>	
<b>Program FTE</b>	9.50	0.50	9.45	0.55
<b>Program Revenues</b>				
Service Charges	\$0	\$80,192	\$0	\$88,851
<b>Total Revenue</b>	<b>\$0</b>	<b>\$80,192</b>	<b>\$0</b>	<b>\$88,851</b>

**Performance Measures**

<b>Performance Measure</b>	<b>FY25 Actual</b>	<b>FY26 Estimate</b>	<b>FY27 Target</b>
Number of referrals received & processed annually	1,649	1,759	1,900
Number of court orders and dispositions processed	1,743	2,056	1,850