

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

	2026 General Fund	2026 Other Funds	2027 General Fund	2027 Other Funds
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
Total GF/non-GF	\$1,258,694	\$80,192	\$1,326,207	\$88,851
Total Expenses:	\$1,338,886		\$1,415,058	
Program FTE	9.50	0.50	9.45	0.55
Program Revenues				
Service Charges	\$0	\$80,192	\$0	\$88,851
Total Revenue	\$0	\$80,192	\$0	\$88,851

Performance Measures

Performance Measure	FY25 Actual	FY26 Estimate	FY27 Target
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