Program #60021 - Corrections Support 　　　　　　　　　　　　　　　　　　2/17/2017

Department:	Sheriff	**Program Contact:**	Becky Child
Program Offer Type:	Support	**Program Offer Stage:**	As Requested
Related Programs:			
Program Characteristics:	In Target		

Executive Summary

The Corrections Support Unit (CSU) is mandatory for the successful and accurate management of arrestee, pretrial, and inmate population information. CSU processes inmate bookings, transports, releases, court orders, and monitors Federal prisoners. CSU is responsible for being responsive to the public's phone calls regarding all aspects of Corrections and for the processing of Forced Population Releases in accordance with the Capacity Management Plan as adopted by the Board of Commissioners. CSU is a 24/7 operation throughout the year.

Program Summary

The CSU creates and maintains computerized bookings and releases, captures all inmate mug shots, processes all inmate court orders, calculates release dates for sentences, makes inter and intra-state transport arrangements for inmates, and case manages all Federal inmates, Parole and Probation inmates and Fugitive inmates. CSU provides receptionist duties for the Multnomah County Department of Corrections, processes Forced Releases when a designated population emergency arises, answers the primary public telephone line for all Multnomah County Jails, scans and maintains all custody documents according to State archive rules and regulations and schedules and monitors all persons sentenced to serve weekend sentences.

Corrections Support has the responsibility of ensuring all arrestee information is entered into multiple criminal justice information systems accurately and in a timely manner. In order to ensure the safety and security of corrections staff, law enforcement agencies and the community, the CSU must be meticulous and thorough in processing bookings, transports, court orders, sentences and releases. The Unit is diligent in safeguarding the rights of all inmates and arrestees, thereby limiting the county's liability exposure. Unit staff members work closely and collaboratively with other agencies such as the United States Marshal's Service, US Department of Homeland Security, the State of Oregon Court system, the District Attorney's Office, and the Department of Community Justice of Multnomah County.

The CSU ensures all information processed is properly recorded, archived and secured. Only those persons or entities having a need or right to know are allowed access. The CSU processes and protocols allow for accurate retrieval of information consistent with governing provisions.

Performance Measures

Measure Type	Primary Measure	FY16 Actual	FY17 Purchased	FY17 Estimate	FY18 Offer
Output	Number of computer bookings	34,400	36,000	32,000	35,000
Outcome	Number of sentence release date calculations	14,650	14,500	14,000	13,000

Performance Measures Descriptions

Computer bookings include Standard, In Transit, and Turn Self In bookings. Numbers were generated from SWIS monthly reports.

Legal / Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	**2017**	**2017**	**2018**	**2018**
Personnel	$3,604,458	$0	$3,727,586	$0
Contractual Services	$789	$0	$789	$0
Materials & Supplies	$74,858	$0	$74,858	$0
Internal Services	$21,673	$0	$22,883	$0
Total GF/non-GF	**$3,701,778**	**$0**	**$3,826,116**	**$0**
Program Total:	**$3,701,778**		**$3,826,116**	
Program FTE	37.00	0.00	37.00	0.00

Program Revenues				
Other / Miscellaneous	$6,300	$0	$10,500	$0
Service Charges	$123,000	$0	$62,880	$0
Total Revenue	**$129,300**	**$0**	**$73,380**	**$0**

Explanation of Revenues

General Fund:
$62,880 - Social Security Incentive Revenue
$10,500 - Report Requests

*Estimate based on FY17 mid-year revenue

Significant Program Changes

Last Year this program was: FY 2017: 60021 Corrections Support