

**Department:** Sheriff **Program Contact:** Steven Alexander  
**Program Offer Type:** Existing Operating Program **Program Offer Stage:** As Proposed  
**Related Programs:**  
**Program Characteristics:**

**Executive Summary**

Within the Auxiliary Services Unit, the Property and Laundry Component performs mandatory functions required by Oregon Revised Statutes (ORS). MCSO conducts the inventory and safeguarding of inmate property which guarantees accountability of property and prevents prohibited items from entering detention facilities. MCSO also provides reliable laundry services for the inmate population ensuring them clean clothing and linens which are in good condition and repair.

**Program Summary**

Consistent with governing statute, the Auxiliary Services Unit (through the Property and Laundry Component) is responsible for the inventory and secure storage of all inmate property and valuables on a 24/7 basis throughout the year. The meticulous inventory and careful storage of inmate property allows for accurate accountability and prevents the introduction of prohibited items from entering detention facilities. Property staff ensures inmates' personal possessions are stored in a secure and respectful manner and that all funds associated with an inmate are accounted for. Property responsibilities include bail checks, property and money releases and preparation of all out-of-county transports through MCSO facilities.

Laundry Services ensures that inmates are provided with clean, serviceable clothing and linens. Clean laundry and linen products are provided to inmates on a bi-weekly basis. Sewing services are also provided to mend and prolong the life of inmate jail clothing and alterations to staff uniforms. This in-house service provides cost savings to the County by extending the life of certain textiles and by not incurring contractor costs for similar services outside of MCSO.

Laundry services are also provided to Juvenile Detention and Transitional Project's Warming Center. The Transitional Project serves the homeless population and the Laundry Facility provides clean blankets twice weekly during the cold winter months.

The MCSO Corrections Division Laundry is supervised by MCSO personnel and operated by inmates assigned to work in the Laundry Facility. This industrial-skills experience provides an opportunity for selected inmates to learn both technical and soft skills such as following directions and working in a team environment. These skills hopefully serve to enhance an inmate's chances of securing employment after release.

**Performance Measures**

Measure Type	Primary Measure	FY16 Actual	FY17 Purchased	FY17 Estimate	FY18 Offer
Output	Pounds of clean laundry processed for inmates	1,302,631	1,200,000	1,114,934	1,150,000
Outcome	Total paid claims regarding lost/missing inmate property	4	3	4	4
Outcome	Total bookings/releases processed by Property	66,990	70,000	61,019	61,000

**Performance Measures Descriptions**

"Pounds of clean laundry processed for inmates" from an internal daily spreadsheet, maintained on the MCSO shared drive. Data provided by EPT Kim Stidum. "Total paid claims regarding lost/missing inmate property" provided by Vericlam. "Total booking/releases processed by Property" from Planning and Research, Mobius Report 703 (total bookings) and Mobius Report 695 (ALS/Releases). Data from SWIS.

## Legal / Contractual Obligation

Revised Statutes: Property: 133.455, 169.076 Laundry: 169.076, 169.077 Property/laundry services are mandated and must be provided regardless of number of inmates incarcerated. Oregon Jail Standards

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2017	2017	2018	2018
Personnel	\$1,949,335	\$0	\$1,976,008	\$0
Materials & Supplies	\$136,770	\$0	\$136,770	\$0
Internal Services	\$226,753	\$0	\$233,627	\$0
Capital Outlay	\$125,000	\$0	\$125,000	\$0
<b>Total GF/non-GF</b>	<b>\$2,437,858</b>	<b>\$0</b>	<b>\$2,471,405</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$2,437,858</b>		<b>\$2,471,405</b>	
<b>Program FTE</b>	19.00	0.00	19.00	0.00

Program Revenues				
Service Charges	\$2,700	\$0	\$1,160	\$0
<b>Total Revenue</b>	<b>\$2,700</b>	<b>\$0</b>	<b>\$1,160</b>	<b>\$0</b>

## Explanation of Revenues

General Fund:

\$1,160 - Reimbursement for Providing Commercial Laundry Services

## Significant Program Changes

**Last Year this program was:** FY 2017: 60080 Property & Laundry

In FY 2017, this program offer was moved from the Law Enforcement Division to the Business Services Division. This move includes 19.00 FTE.