



Program #60213B - Add'l Logistics Tech Position **FY 2024 Department Requested**

Department: Sheriff **Program Contact:** Jason Hamilton
Program Offer Type: New **Program Offer Stage:** Department Requested
Related Programs:
Program Characteristics: Out of Target

Executive Summary

The Logistics Unit manages the Sheriff's Office fleet operations, which includes procurement of vehicles and ancillary equipment and the installation of electronic technology for fleet vehicles. Additional responsibilities include equipping personnel with needed equipment, processing and managing the storage of seized evidence, conducting annual evidence audits, and managing agency communication needs.

Program Description

The Logistics Unit provides integral support for both Law Enforcement and Corrections, handling critical functions such as fleet, radio, and evidence handling. The Logistics Fleet Unit is responsible for the acquisition, repair, and maintenance of approximately 261 vehicles, utilizing a variety of vendors including coordination with County Shops. The Logistics' Evidence Unit is responsible for the safe keeping of evidence and the public's property and then returning property to the rightful owner. The unit returns approximately \$25,000 in unclaimed cash to the General Fund annually. Along with Fleet and Property duties, Logistics ensures equipment and supply needs are met for Public Safety personnel so they can perform their duties and tasks at an optimal level. The Unit also coordinates radio template upgrades, activation, and deletion of Mobile Data Computers and Police radios with COMNET, a necessary part of emergency communications within the Portland Metro area. There are two primary customers served by the Logistics Unit – 1) internal and partner Law Enforcement and Governmental customers, for whom we provide services such as vehicle logistics and equipment acquisition. 2) the General Public, when property and physical evidence is returned to its owners. Members of the public can contact the Evidence Technicians in order to coordinate the return of their seized property; a wide representation of the public is served by this function. This provides an important service to the public to ensure their property, once seized or found by Law Enforcement, is returned in a well-coordinated, documented, professional, and respectful manner. Logistics Unit policies and directives are anchored in our commitment to working through an Equity Lens and to implementing core Equity and Inclusion values with both our internal and external customers. The Unit strives to serve all customers equitably, respectfully, and efficiently within the Unit's scope of duties. The State of Oregon has introduced a Law Enforcement Accreditation model which, among other requirements, mandates regular property and evidence audits that meet specific standards. The additional work introduced by these mandates far exceeds the capacity of the Logistics unit as currently staffed. As such, the Sheriff's Office is requesting one additional logistics, property, and evidence technician, bringing the unit's total to four technicians and one supervisor.

Performance Measures

Measure Type	Primary Measure	FY22 Actual	FY23 Budgeted	FY23 Estimate	FY24 Offer
Output	Number of evidence exhibits received, processed and bar-coded	7,000	8,000	7,000	8,000
Outcome	Number of cases closed and disposed	6,000	7,000	6,500	7,000
Output	Number of vehicle movements for maintenance and repair	1,300	1,400	1,500	1,500

Performance Measures Descriptions

"...evidence exhibits received, processed and bar-coded" and "...cases closed and disposed" from internal evidence database and LPT. "Vehicle movements for maintenance and repair" data from an internal database, provided by LPT. Decreases seen in property evidence output due to COVID.

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Department Requested General Fund	Department Requested Other Funds
Program Expenses	2023	2023	2024	2024
Personnel	\$0	\$0	\$126,253	\$0
Total GF/non-GF	\$0	\$0	\$126,253	\$0
Program Total:	\$0		\$126,253	
Program FTE	0.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: