Program #60225 - Enforcement Division Support

3/7/2022

Department: Sheriff **Program Contact:** Francis Cop

Program Offer Type: Support **Program Offer Stage:** As Requested

Related Programs:

Program Characteristics: In Target

Executive Summary

The Enforcement Support Unit plays an integral part in the success of the Law Enforcement Division. The Unit supports enforcement efforts through Enforcement Records, Civil Support, and Word Processing components. Each component insures the activities of the Law Enforcement Division are documented, recorded, and processed so that gleaned information is properly managed and retrievable, to be consistent with governing provisions.

Program Summary

Within the Enforcement Support Unit, the Law Enforcement Records Unit operates 24/7, 365 days a year and receives, processes, and maintains law enforcement, warrant, and protective order records for Multnomah County. This unit is often the first point of contact for the public, other agencies, and other law enforcement personnel. Accurate and timely processing of work requests is critical to the overall success of enforcement operations and has a direct effect on timely arrests, detention of adults in custody, public and police officer safety, and the level of service we provide to partners and the community.

Civil Support ensures the service of court papers and enforcement of court orders, such as small claims, divorce papers, subpoenas, child support, restraining orders or eviction papers, are dealt with in a timely manner and accurately recorded. Civil Support also prepares and tracks Real Property foreclosures and is available to assist the public with civil paperwork. Making sure this work is done in a timely and thorough fashion is important in our ability to serve the community during often very difficult situations.

The Word Processing Unit is responsible for preparing accurate and well formatted reports, archiving documentation, and supporting Enforcement Command Staff and investigations. They manage the court appearance calendar to ensure the deputies assigned to the Law Enforcement division are aware and able to appear in court at their assigned date and time. Their responsibilities are critical to the success of enforcement and investigative efforts and supportive of prosecution.

All Enforcement Support services are provided equally to internal and external customers regardless of race, religion, creed, color, or gender identity in a professional and respectful manner.

Performance Measures

Measure Type	Primary Measure	FY21 Actual	FY22 Budgeted	FY22 Estimate	FY23 Offer
Output	Number of warrants received and entered	10,416	23,000	14,790	20,000
Outcome	Number of protective orders received and entered	2,229	3,200	2,478	3,000
Output	Number of law enforcement records entered	14,622	19,000	15,154	18,000
Output	Number of LEDS/NCIC records validated (PO, Warrants, Others)	20,853	22,000	17,938	18,000

Performance Measures Descriptions

Data generated from monthly reports, which are compiled from daily tally sheets. "Warrants entered" are verified by a SWIS report. The report numbers issued performance measure is generated out of RegJIN. The FY 2022 Estimate for the number of warrants and protective orders received are lower than budgeted as a result of COVID related delays and shutdowns of the courts.

Legal / Contractual Obligation

ORS 206.010 General duties of sheriff. (3) Execute the process and orders of the courts of justice or of judicial officers, when delivered to the sheriff for that purpose, according to law. (4) Execute all warrants delivered to the sheriff for that purpose by other public officers, according to law. (4) Support the record requirements of the cities with police services contracts through the Multnomah County Sheriff's Office. These cities include Maywood Park, Troutdale, Fairview and Wood Village. (5) Record validation is required monthly by the Oregon State Police and the FBI.

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Requested General Fund	Requested Other Funds
Program Expenses	**2022**	**2022**	**2023**	**2023**
Personnel	$3,053,320	$0	$3,214,403	$0
Contractual Services	$33,988	$0	$33,988	$0
Materials & Supplies	$72,970	$0	$72,970	$0
Internal Services	$55,663	$0	$52,304	$0
Total GF/non-GF	**$3,215,941**	**$0**	**$3,373,665**	**$0**
Program Total:	**$3,215,941**		**$3,373,665**	
Program FTE	27.00	0.00	27.00	0.00

Program Revenues				
Fees, Permits & Charges	$30,343	$0	$29,962	$0
Other / Miscellaneous	$33,331	$0	$32,980	$0
Total Revenue	**$63,674**	**$0**	**$62,942**	**$0**

Explanation of Revenues

General Fund:
$29,962 - Tow Fees
$32,980 - Report Requests

This amount is based on what was received during the first 6 months of FY 2022.

Significant Program Changes

Last Year this program was: FY 2022: 60225 Enforcement Division Support