

### Program #60360 - Corrections Support

7/24/2020

Department:SheriffProgram Contact:Becky Child

Program Offer Type: Support Program Offer Stage: As Adopted

**Related Programs:** 

**Program Characteristics:** 

## **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.

The CSU processes and performs the duties associated with Forced Population Releases, which occur during a jail population emergency. CSU's thorough protocol ensures the "least dangerous" offenders are released to the community.

Performance Measures									
Measure Type	Primary Measure	FY19 Actual	FY20 Budgeted	FY20 Estimate	FY21 Offer				
Output	Number of computer bookings	32,007	33,000	32,000	33,000				
Outcome	Number of sentence release date calculations	9,270	12,000	9,500	11,000				

#### **Performance Measures Descriptions**

Computer Bookings include Standard, In Transit, and Turn Self in Bookings. Both the number of bookings and calculated sentence release dates were generated from SWIS Monthly reports.

## Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Adopted General Fund	Adopted Other Funds
Program Expenses	2020	2020	2021	2021
Personnel	\$4,004,972	\$0	\$4,171,214	\$0
Contractual Services	\$821	\$0	\$821	\$0
Materials & Supplies	\$78,280	\$0	\$78,280	\$0
Internal Services	\$25,610	\$0	\$25,318	\$0
Total GF/non-GF	\$4,109,683	\$0	\$4,275,633	\$0
Program Total:	\$4,109,683		\$4,275,633	
Program FTE	37.00	0.00	37.00	0.00

Program Revenues						
Fees, Permits & Charges	\$0	\$0	\$61,800	\$0		
Other / Miscellaneous	\$16,624	\$0	\$14,226	\$0		
Service Charges	\$46,200	\$0	\$0	\$0		
Total Revenue	\$62,824	\$0	\$76,026	\$0		

## **Explanation of Revenues**

General Fund:

\$61,800 - Social Security Incentive Revenue

\$14,226 - Report Requests

# Significant Program Changes

Last Year this program was: FY 2020: 60360-20 Corrections Support

<sup>\*</sup>Estimate based on FY 2020 mid-year revenue