

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

Executive Summary

Commissary is a self-sustaining program; it does not utilize funding from the Inmate Welfare Fund (IWF) or the General Fund. Proceeds from Commissary operations are directed into the Inmate Welfare Fund, which provides direct services and products that otherwise may not be funded for the benefit of adults in custody. In addition, Commissary personnel are also included as part of the RSS (Receipt, Stage, and Storage) operations, as support for certain countywide public health emergencies.

Program Summary

Commissary, which is part of the IWF, successfully provides culturally compatible products to adults in custody at competitive pricing. Commissary provides a sense of normalcy to individuals while incarcerated. Available items in commissary include personal hygiene products, stationery, and a variety of food items.

An internal commissary system provides improved contraband control, while allowing adults in custody to buy approved and appropriate items. Commissary promotes positive behavior among the in-custody population, with increased access to purchase a larger variety of commissary items based on their housing location. The Commissary program is an important asset to MCSO's facilities, as both a behavioral management tool and a revenue stream that assists in providing services to adults in custody within MCSO detention facilities. Funds received from Commissary are reinvested to directly benefit adults in custody. The detention facilities do not make a profit from commissary sales. Profits from commissary sales are directed into the IWF, which is then utilized to fund additional support services for detainees including chaplain resources, library materials, as well as assistance to in-custody adults who are indigent. These additional services boost morale and create a better atmosphere for those in custody, as well as detention staff.

As of November 1, 2017, inmate accounts changed to a 70/30 split. Monetary deposits for adults in custody are split with 70% of the funds going to a trust account for spending while in custody, and 30% being applied to debt or other funds owed. This change has significantly increased commissary order size and frequency. Adults in custody, who were commonly indigent due to funds owed, now have the ability to place commissary orders on a more frequent basis.

Additionally, Commissary personnel train routinely as part of RSS operational readiness planning and response. Staff plan in a collaborative partnership with the Multnomah County Health Department, Emergency Management and other county, state, and federal entities to assist in the event of certain countywide public health emergencies.

Performance Measures

Measure Type	Primary Measure	FY18 Actual	FY19 Purchased	FY19 Estimate	FY20 Offer
Output	Total number of commissary orders filled for inmates	51,594	54,500	55,953	60,312
Outcome	Total dollars of commissary sales	1,039,088	800,000	1,092,108	1,110,000

Performance Measures Descriptions

Data from the Inmate Accounting System (SWIS).

Legal / Contractual Obligation

Charter 6.50(1)
Operational Procedures 06.106.010 – 06.106.088
Oregon Jail Standards F-301, F-302, F-303, F-304, F-305, F-306

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2019	2019	2020	2020
Personnel	\$0	\$384,608	\$0	\$455,218
Contractual Services	\$0	\$0	\$0	\$5,000
Materials & Supplies	\$0	\$574,702	\$0	\$726,781
Internal Services	\$0	\$90,762	\$0	\$103,661
Total GF/non-GF	\$0	\$1,050,072	\$0	\$1,290,660
Program Total:	\$1,050,072		\$1,290,660	
Program FTE	0.00	3.73	0.00	4.23

Program Revenues				
Other / Miscellaneous	\$0	\$1,034,072	\$0	\$1,172,172
Beginning Working Capital	\$0	\$0	\$0	\$100,988
Service Charges	\$0	\$16,000	\$0	\$17,500
Total Revenue	\$0	\$1,050,072	\$0	\$1,290,660

Explanation of Revenues

Inmate Welfare Trust Fund:
\$100,988-Beginning Working Capital from FY19 Carry-over
\$1,138,812 - Revenue from Commissary Sales to Inmates (Based on FY 19 Mid-year actuals Jul-Oct)
\$17,500 - records requests, hearing fees, statement requests, grievance fees, food handlers certificate fees
\$30,000 - hygiene kits and copies
\$3,360 - disciplinary fines

Significant Program Changes

Last Year this program was: FY 2019: 60460-19 Commissary

Combine Inmate Welfare Fund and Commissary into one FY2020 Program Offer. Added .5 FTE Chaplain funded by additional Commissary revenue.