



Program #60510A - Civil Process 3/7/2022

Department: Sheriff **Program Contact:** Steve Bevens
Program Offer Type: Existing Operating Program **Program Offer Stage:** As Requested
Related Programs:
Program Characteristics: In Target

Executive Summary

The Multnomah County Sheriff’s Office (MCSO) Civil Unit provides enforcement services for the civil and probate court systems. Notices and enforcement actions originate through the courts and are processed through the delivery and services conducted by the Civil Unit. Civil enforcement actions are statutorily mandated to the Sheriff.

Program Summary

The Civil Unit delivers all court action documents through written notification to parties of a pending action. Through this program, court orders to seize and sell property, satisfy landlord/tenant actions, and enforce child custody disputes are conducted in an objective, fair, and equitable manner in compliance with Oregon statutes and rules on civil procedure.

When domestic violence threatens the family, deputies in the Civil Unit serve domestic violence restraining orders to protect family members from violence and aggressive behavior. The Civil Unit collaborates with the MCSO Gun Dispossession/Restraining Order Detail Sergeant, focusing on retrieving firearms from respondents in the restraining orders.

Through probate court, families, police officers and other interested parties seek involuntary commitment for alleged mentally-ill persons suffering from episodes so debilitating that they are a danger to themselves or others. In these cases, Civil Unit deputies locate, transport, and provide security for the person and the court.

While performing their statutorily mandated duties, Civil Unit deputies experience many challenging situations, including those that require a substantial amount of additional resources and a significant amount of time to complete the civil process, while also ensuring the safety of the community. All members are trained in utilizing de-escalation techniques and conflict resolution skills to assist in resolving these challenging situations in a peaceful manner. Additionally, every community member served an eviction is provided a resource list with phone numbers and addresses to assist in resolving their situation.

A balanced public safety system provides community members the ability and right to address grievances in a safe, fair, and equitable manner while also ensuring that these mandated services are performed effectively to meet the needs of all.

Performance Measures

Measure Type	Primary Measure	FY21 Actual	FY22 Budgeted	FY22 Estimate	FY23 Offer
Output	Number of individuals served through civil process	5,343	5,000	3,904	3,500
Outcome	Percent protective orders served	58%	50%	57%	60%
Output	Number of evictions	384	500	440	600

Performance Measures Descriptions

Data from the "Civil Process" data base. Lower man hours were available to serve paper due to staffing. On RO's, addresses may include "unknown" or "homeless" which are almost impossible to find. Regarding the “civil process” offer, the addition of two Civil Deputies would increase the amount of individuals served.

Legal / Contractual Obligation

ORS 107.720-730, 206.010-070 and 180, 433.355, 93.530 and Chapter 23. Oregon Rules on Civil Procedure Rule 7.

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Requested General Fund	Requested Other Funds
Program Expenses	2022	2022	2023	2023
Personnel	\$1,452,865	\$0	\$1,571,654	\$0
Contractual Services	\$1,220	\$0	\$1,220	\$0
Materials & Supplies	\$38,079	\$0	\$38,079	\$0
Internal Services	\$196,635	\$0	\$151,501	\$0
Total GF/non-GF	\$1,688,799	\$0	\$1,762,454	\$0
Program Total:	\$1,688,799		\$1,762,454	
Program FTE	8.00	0.00	8.00	0.00

Program Revenues				
Fees, Permits & Charges	\$188,183	\$0	\$133,725	\$0
Service Charges	\$150,304	\$0	\$152,829	\$0
Total Revenue	\$338,487	\$0	\$286,554	\$0

Explanation of Revenues

General Fund:

\$133,725 - Civil Process Fees and Civil Foreclosure Fees due to property sales

\$144,304 - Circuit Court Revenue

\$8,525 - Reimbursement for State Extraditions

Based on FY22 mid-year actuals.

Significant Program Changes

Last Year this program was: FY 2022: 60510 Civil Process