

Program #78307 - IT Desktop Services
FY 2026 Adopted
Department: County Assets

Program Contact: Shireen Khormooji

Program Offer Type: Internal Service

Program Offer Stage: Adopted

Related Programs:
Program Characteristics:
Program Description

Desktop Services manages more than 7,000 County devices (desktops, laptops, tablets, printers, multifunction devices, iPhones, iPads and other personal computing devices). Computers for public use in the libraries, assessment and taxation, and land use planning are also supported to provide residents and visitors with access to view public records online. The desktop team is responsible for life cycle management (renewal and replacement), software upgrades and inventory management for all desktop devices. Desktop support staff follow best practices for standardization, resulting in faster performance, reliability, better stability and greater security. They are also an escalation point for Help Desk ticket resolution.

Desktop Services continues to see increased demand for laptops given the County's mobile workforce. The program has been impacted by long supply chain shortages and delays. IT Desktop continues to mitigate this impact by anticipating demand, engaging vendors and reviewing alternatives.

This program is funded by internal service rates and aligns with County and DCA Mission, Vision and Values. By effectively managing and providing desktop systems IT is being a steward of resources. Many of these desktop services are used by County staff to deliver services to the community.

Equity is incorporated into the Desktop Support process by ensuring we are able to support all customers. We focus on the issues customers have and prioritize work by impact. PC refresh is performed based on a set schedule of when the asset is no longer under manufacturer warranty. If there are language barriers the team will find the best mode of communication to connect with the customer. We use plain language (non technical) and patience to ensure the customer feels supported. The Desktop team is working diligently to remove barriers and to support users with accommodations, specialized hardware or software needs. As a result of the pandemic, we moved to contactless pickup for hardware within the Multnomah Building. This process is more convenient for staff to pick up equipment at their convenience.

Performance Measures

Measure Type	Performance Measure	FY24 Actual	FY25 Budgeted	FY25 Estimate	FY26 Target
Output	Desktop device moves are completed 90% on time for requests received 5 days prior to move date.	90%	90%	90%	90%
Quality	90% of customers rate the Desktop Team as a 4/5 or higher on customer satisfaction surveys.	N/A	N/A	N/A	90%

Performance Measures Descriptions

PM #1 - Measures the team's staffing capacity to meet the volume of work.

PM #2 - Designed to measure customer satisfaction and alignment with "Think Yes."

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Adopted General Fund	Adopted Other Funds
	2025	2025	2026	2026
Program Expenses				
Personnel	\$0	\$3,664,734	\$0	\$3,742,208
Contractual Services	\$0	\$89,576	\$0	\$90,450
Materials & Supplies	\$0	\$27,336	\$0	\$17,725
Total GF/non-GF	\$0	\$3,781,646	\$0	\$3,850,383
Program Total:	\$3,781,646		\$3,850,383	
Program FTE	0.00	21.50	0.00	22.50

Program Revenues				
Other / Miscellaneous	\$0	\$4,050,138	\$0	\$3,850,383
Total Revenue	\$0	\$4,050,138	\$0	\$3,850,383

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: FY 2025: 78307 IT Desktop Services