

Priority: Safety
Program Offer Type: Support
Related Programs:

Lead Agency: Community Justice
Program Contact: Dave Koch

Program Characteristics:

Executive Summary

Support Services support all aspects of the juvenile division's Administration, Probation, Accountability, Treatment and Detention services. Staff maintain accurate records internally and in various statewide data systems to ensure top quality service outcome evaluations. Staff provide information and referral to the public and community partners, technical and clerical support to division personnel, coordinate payroll, property management and purchasing as well as provide reception coverage.

Program Description

Support Services includes:

The Business Integration and Support Team (BIST) integrates information technology with the division's work. Responsible for the County's participation in Oregon's Juvenile Justice Information System (JJIS) it provides training and support, business needs analysis and security and compliance monitoring of JJIS policies. It takes the lead in assuring data quality. It provides reporting and consultation services critical to program evaluation of probation, accountability, treatment and detention services.

Data Services provides specialized entry in JJIS and the Law Enforcement Data System (LEDS). It maintains records regarding criminal referrals and court orders. It enters warrants in LEDS and provides law enforcement with field access to juvenile Electronic Probation Records (EPR). This unit's duties include assisting the juvenile division uphold interagency agreements with the District Attorney's Office and community partners. It assists the division to meet it's legal obligations regarding the supervision and extradition of out-of-state youth.

Document Services and Support staff work with the District Attorney's Office, State Clerks' Office and other counties and states to process adoption records, expunge juvenile records that meet statutory criteria (ORS 419A.262) and coordinate supervision of youth coming from/going to other jurisdictions. Staff help coordinate preliminary hearings, petitions, summons, reports and forms for the judiciary and Juvenile Court Counselors.

General Administrative Support duties include maintaining juvenile sex offender registration information with the Oregon State Police; performing record checks; providing office support to Counseling, Treatment and Detention units; processing subpoenas; processing payroll; data entry for stakeholders; purchasing; equipment maintenance and property management. Reception staff provide public information through personal and phone contacts.

Program Justification

Juvenile Services Support ensures that the Juvenile Division has the clerical and technical resources needed to meet State mandates and inter-agency agreements regarding the provision of timely and lawful services. The delivery of cost effective evidence-based services to youth, families, professionals and the community-at-large is integrally tied to this program.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY05-06)	Current Year Purchased (FY06-07)	Current Year Estimate (FY06-07)	Next Year Offer (FY07-08)
Output	Number of police referrals processed.	0	0	4,171	4,200
Outcome	Number of court Orders and Dispositions processed.	0	0	1,597	1,600
Output	Number of phone inquiries processed.	0	0	50,844	50,800
Output	Number of face-to-face contacts completed.	0	0	4,812	4,800

Performance Measure - Description

✔ **Measure Changed**

These are new performance measures and were not previously tracked or purchased.

Legal/Contractual Obligation

Oregon Revised Statute (ORS) 420A.223 mandates County participation in and maintenance of the State's Juvenile Justice Information System (JJIS).

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2007	2007	2008	2008
Program Expenses				
Personnel	\$1,182,471	\$0	\$1,135,575	\$0
Materials & Supplies	\$7,220	\$0	\$6,830	\$0
Internal Services	\$13,769	\$0	\$14,734	\$0
Subtotal: Direct Exps:	\$1,203,460	\$0	\$1,157,139	\$0
Administration	\$0	\$0	\$0	\$0
Program Support	\$0	\$0	\$0	\$0
Subtotal: Other Exps:	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$1,203,460	\$0	\$1,157,139	\$0
Program Total:	\$1,203,460		\$1,157,139	
Program FTE	17.12	0.00	15.50	0.00
Program Revenues				
Program Revenue for Admin	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund.

Significant Program Changes

Last year this program was: #50008, Juvenile Services Support