

**Priority:** Safety  
**Program Offer Type:** Existing Operating  
**Related Programs:**

**Lead Agency:** Sheriff  
**Program Contact:** Joyce Griffin

**Program Characteristics:**

**Executive Summary**

The Corrections Support Unit (CSU) maintains all records and data concerning inmates in MCSO custody. CSU processes inmate bookings, transports, release dates, court orders, release information and monitors Federal prisoners. The Unit is currently staffed 24 hours per day, 365 days per year.

**Program Description**

CSU: creates and maintains the computerized bookings and releases; processes all inmate court orders; calculates release dates for sentences; makes inter and intra-state transport arrangements for inmates; case manages all Federal inmates; Parole and Probation inmates and Fugitive inmates; provides receptionist duties for the MCDC; answers the main 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.

**Program Justification**

CSU has the responsibility to ensure all arrestees are booked into jail correctly, quickly and efficiently. In order to insure the safety and security of the correctional staff, the law enforcement agencies and the community, we must be meticulous and thorough in processing bookings, transports, court orders, sentences and releases. We must be diligent in safeguarding the rights of all inmates and arrestees, thereby limiting the county's liability exposure. We work extremely closely and cooperatively with other agencies such as The United States Marshal's Service, US Immigration, the State of Oregon Court system, the District attorney's office, the Department of Community Justice (Parole and Probation) of Multnomah County.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY07-08)	Current Year Purchased (FY08-09)	Current Year Estimate (FY08-09)	Next Year Offer (FY09-10)
Output	Number of computer bookings	39,664	43,000	37,775	39,500
Outcome	Number of sentence release date calculations	18,587	0	16,500	18,500

**Performance Measure - Description**

✔ **Measure Changed**

Number of release data calculations is a new measure. Percentage of bookings corrected and percentage of delayed sentence calculations have been dropped.

## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2009	2009	2010	2010
<b>Program Expenses</b>				
Personnel	\$3,176,259	\$0	\$3,363,639	\$0
Contracts	\$22,890	\$0	\$23,577	\$0
Materials & Supplies	\$105,655	\$0	\$108,823	\$0
Internal Services	\$34,982	\$0	\$46,482	\$0
Subtotal: Direct Exps:	<b>\$3,339,786</b>	<b>\$0</b>	<b>\$3,542,521</b>	<b>\$0</b>
Administration	\$234,938	\$0	\$257,417	\$0
Program Support	\$441,118	\$0	\$436,997	\$0
Subtotal: Other Exps:	<b>\$676,056</b>	<b>\$0</b>	<b>\$694,414</b>	<b>\$0</b>
Total GF/non-GF:	<b>\$4,015,842</b>	<b>\$0</b>	<b>\$4,236,935</b>	<b>\$0</b>
Program Total:	<b>\$4,015,842</b>		<b>\$4,236,935</b>	
Program FTE	40.00	0.00	39.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$6,000	\$0	\$10,000	\$0
Intergovernmental	\$63,000	\$0	\$70,000	\$0
Program Revenue for Admin	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$69,000</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$0</b>

## Explanation of Revenues

\$70,000 - SSA Incentive Revenue  
 \$10,000 - Report Requests

## Significant Program Changes

✔ Significantly Changed

Last year this program was: #60031, MCSO Corrections Records  
 Reduce Staff by 1.0 FTE.