

**Lead Agency:** Sheriff  
**Program Offer Type:** Support

**Program Contact:** Joyce Griffin

**Related Programs:**

**Program Characteristics:** In Target

**Executive Summary**

The Corrections Support Unit maintains records and data concerning every arrestee, pretrial inmate and sentenced offender in MCSO custody. Corrections Support processes inmate bookings, transports, release dates, court orders, release information, and monitors Federal prisoners. CSU has most recently assumed the task of processing Forced Population Releases in accordance with the Capacity Management Plan as adopted by the Board of Commissioners. Corrections Support is currently staffed 24 hours per day, 365 days per year.

**Program Description**

Corrections Support creates and maintains computerized bookings and releases, captures all inmate mug shots, processes all inmate court orders, calculates release dates for sentences, makes inter and intra-state transport arrangements for inmates and case manages all Federal inmates, Parole and Probation inmates and Fugitive inmates. Corrections Support provides receptionist duties for the MCDCC, processes and releases Forced Releases when a Population Emergency arises, answers the primary public 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.

Corrections Support has the responsibility to ensure all arrestee information is entered into multiple criminal justice information systems correctly, quickly and efficiently. In order to ensure the safety and security of corrections staff, law enforcement agencies and the community, Corrections Support must be meticulous and thorough in processing bookings, transports, court orders, sentences and releases. Corrections Support must be diligent in safeguarding the rights of all inmates and arrestees, thereby limiting the county's liability exposure. Corrections Support work extremely closely and cooperatively with other agencies such as the United States Marshal's Service, US Immigration and Customs Enforcement, the State of Oregon Court system, the District Attorney's office, and the Department of Community Justice of Multnomah County.

Corrections Support processes and performs the duties associated with Forced Population Releases which occur during a jail population emergency. This ensures the "least dangerous" offenders are released to the community.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of computer bookings	37,166	37,000	37,500	37,500
Outcome	Number of sentence release date calculations	14,677	14,500	14,500	14,500

**Performance Measure - Description**

Computer bookings include Standard, In Transit, and Turn Self In bookings.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$3,382,148	\$0	\$3,498,299	\$0
Contracts	\$4,090	\$0	\$4,182	\$0
Materials & Supplies	\$68,441	\$0	\$69,983	\$0
Internal Services	\$44,489	\$0	\$21,254	\$0
Total GF/non-GF:	<b>\$3,499,168</b>	<b>\$0</b>	<b>\$3,593,718</b>	<b>\$0</b>
Program Total:	<b>\$3,499,168</b>		<b>\$3,593,718</b>	
Program FTE	37.00	0.00	37.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$10,000	\$0	\$1,000	\$0
Intergovernmental	\$100,000	\$0	\$120,000	\$0
<b>Total Revenue:</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$121,000</b>	<b>\$0</b>

**Explanation of Revenues**

\$120,000 - Social Security Incentive Pay  
 \$1,000 - Report Requests

**Significant Program Changes**

Last year this program was: #60021, MCSO Corrections Support