

# Sheriff's Office

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## Department Services

The Sheriff's Office offers the following services:

- **Offender management and confinement services**, to match the offender to the most appropriate level of confinement or supervision, based upon an assessment of risk to the community.
- **Community-readiness services**, to provide educational, work, and social management skills to offenders confined to correctional facilities, in order to facilitate a successful re-entry into the community.
- **Intervention services**, to promote community livability by responding to criminal activity with patrol and investigative activities.
- **Prevention services**, to provide safe schools and communities through community policing.
- **Administration and evaluation services**, to provide the executive leadership and agency infrastructure for the MCSO.

Several groups have advisory responsibilities for the programs of the Multnomah County Sheriff's Office.

- The **Sheriff's Advisory Board (SAB)** reviews policy issues and makes recommendations to the Sheriff. It also reviews policy management and issues related to the operation of the four jails.
- The **Multnomah County Restitution Center (MCRC) Oversight Committee** makes recommendations on standards at the Restitution Center and assists in the screening of potential residents in the center
- The **Citizen's Budget Advisory Committee (CBAC)** works with the Sheriff's Office budget staff to review and make recommendations about the budget.

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## How the Department Delivers Its Services

### *Administration & Evaluation Services*

Structurally, the MCSO is organized into three major operational divisions and an Executive branch. The operational divisions are law enforcement, corrections, and support services. Services cross division lines and are aligned around the Department's core business processes.

Administration and evaluation services support the core business processes through executive leadership, policy and operational direction, infrastructure support, and research and evaluation. These services provide administrative support so that the rest of the agency can focus on primary service delivery.

### *Offender Management & Confinement*

Inmates are carefully assessed to determine which pre-trial offenders qualify for community supervision, electronic monitoring, or release on their own recognizance, and which should be booked in jail. This continuum allows the MCSO to use costly jail beds for high-risk offenders. Sentenced inmates are managed per the court's directives.

### *Community Readiness*

To help offenders develop the skills necessary for a successful re-entry into the community, MCSO provides jail-based programs in anger management, understanding compulsive behavior, the treatment of mental health problems, and dealing with alcohol and drug dependency. Interdisciplinary teams composed of detention, program, mental health, and health staff members develop an appropriate level of treatment based on the needs of the offender. Job skills learned through inmate work crews reinforce work habits and provide skill certifications to program participants. Those who qualify may enter the job market through work release at the Restitution Center.

### *Intervention*

Intervention is critical to the MCSO's work. By responding quickly to protect life and property when the community's safety is at risk, the Sheriff's Office promotes a safe, livable community. In addition, MCSO maintains community safety by enforcing civil court orders, serving notice in civil law suits, and transporting people who are being committed involuntarily because they pose a threat to themselves or others. Intervention is central to the corrections system; high-risk offenders are removed from the community and placed in the more controlled environment of jail. When appropriate behavior is demonstrated, less restrictive sanctions are used to manage detention or to re-introduce the offender back into the community.

### *Prevention*

The safest and most cost-effective approach to crime is to prevent it from happening. A visible law enforcement presence assures citizens that they have a place to turn for help. Community policing plays an active role in the identification and resolution of problems before they become a safety concern, and early involvement in child abuse and domestic violence incidents reduces the likelihood of violence against women and children.

To reduce the danger of gun violence in our community, the MCSO issues concealed handgun permits that regulate the possession and handling of handguns. The MCSO also assures the safety of county buildings, allowing

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citizens to conduct business with county government, visit the library, or use the state court system. By safeguarding the regional transit systems, the Sheriff's Office promotes the use of mass transit.

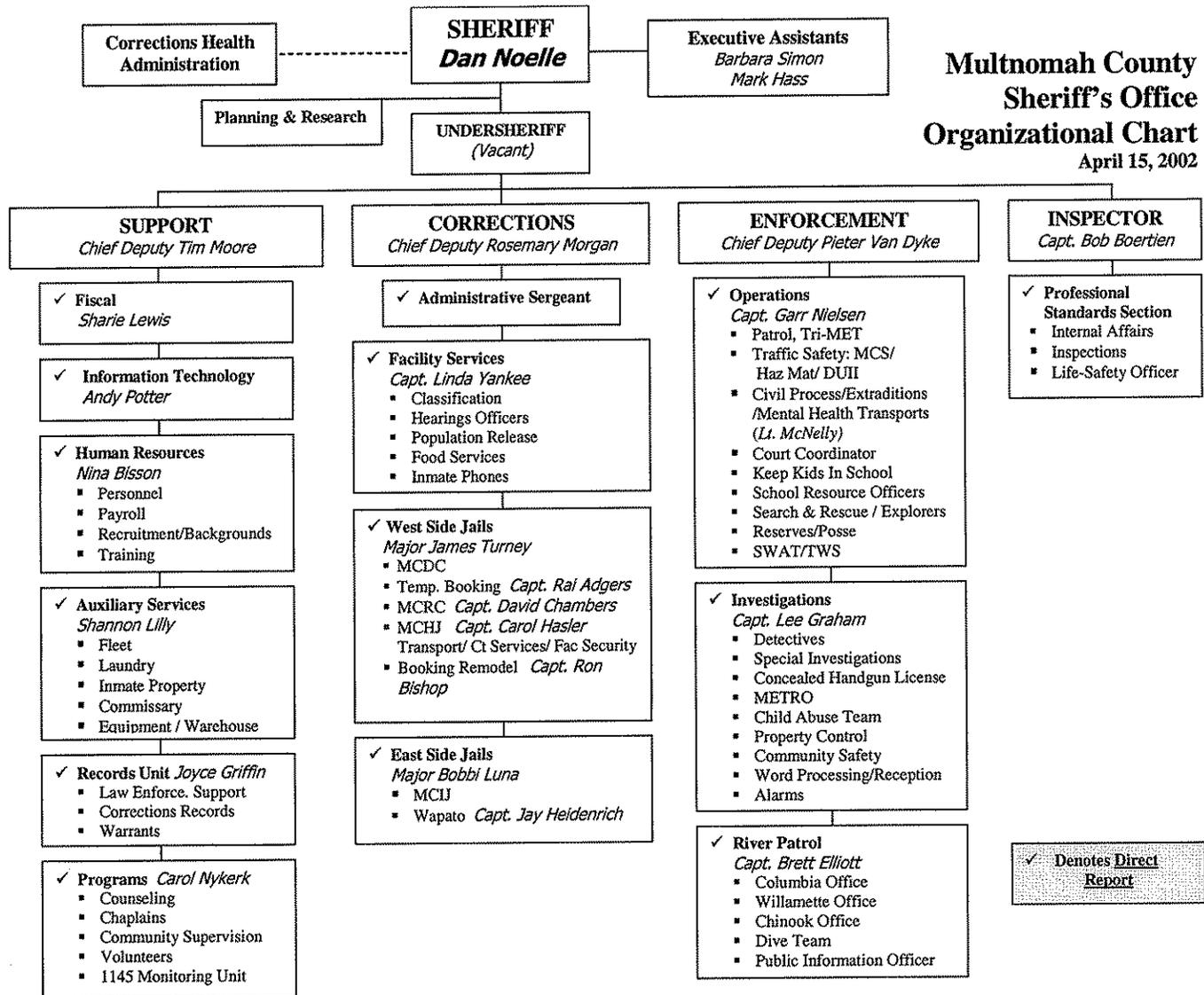
Programs in the corrections system are both prevention- and intervention-based. By teaching skills such as anger management, cognitive reasoning and parenting skills, MCSO encourages offenders to be productive members of the community. Additionally, drug and alcohol dependency programs work to reduce future addictive behavior, and the development of job skills prepares offenders for job placement, helping to break the cycle of criminal behavior.

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## Department Organization

The Sheriff's Office delivers its services through four divisions and 34 programs as illustrated in the organizational chart below.

### Multnomah County Sheriff's Office Organizational Chart April 15, 2002



## Budget Issues and Highlights

The Multnomah County Sheriff's Office is General Fund-dependent; few of its activities are funded with state, federal, or grant dollars. As a result, cuts imposed by the county have a disproportionate impact. Between July 2001 and January 2002, the Sheriff's Office closed 226 jail beds.

Re-opening the Multnomah County Correctional Facility (MCCF) is critical. The jail was closed in October and by November inmates were being released early. To manage the loss of jail beds, the Sheriff's Office implemented booking priorities to ensure that the most serious offenders stayed in jail. County jail beds are now restricted to certain classes of felony charges, with lesser charges no longer being booked into jail. Offenses like stealing a car or manufacturing drugs are being managed with a citation similar to a traffic citation.

The FY 2003 adopted budget reflects a \$2.5 million cut. To manage this funding reduction, the Sheriff's Office will make \$1.4 million in administrative, management, law enforcement, and other personnel cuts. The remaining \$1.1 million will be absorbed by reducing overtime and not filling vacant positions. Booking priorities will remain in place due to the continued closure of MCCF and the Courthouse Jail.

The Sheriff's Office is committed to stabilizing inmates while they are incarcerated. This involves providing medical treatment and programs focusing on re-entry skills as offenders do not seek out professional help on their own. The challenge is to make sure the County has enough jail beds and enough programs in the jails to help offenders break the cycle of crime.

Gang violence in east county is on the rise and there is an increase in the manufacture and distribution of drugs. The Sheriff's Office will continue to aggressively investigate this type of criminal activity. In addition, we will continue to provide school resource officers and Sam Barlow and Corbett high schools.

The adopted budget contains a Board-approved change that replaces the Sheriff's Office requested cuts with an alternative package of cuts intended to preserve jail bed capacity within the County jail system. This proposal restored \$1.3 million in corrections cuts by adding back 17.65 Corrections Deputies and 1.0 FTE Corrections Sergeant; 1.50 FTE School Resource Officers; and 0.8 FTE Facility Security Officer for the Community Courts. These restorations were replaced by \$1.3 million and 18.85 FTE cut in various administrative and law enforcement positions and functions.

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## Budget for FY 2003

The Sheriff's Office budget for FY '03 is \$135,511,296. The apparent large decrease is in the capital construction project for the Wapato Jail.

<b><u>Budget Trends</u></b>	2000-01	2001-02	2001-02	2002-03	<b><u>Difference</u></b>
	<b><u>Actual</u></b>	<b><u>Current Estimate</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Adopted Budget</u></b>	
Staffing FTE	708.28	933.65	962.53	915.92	46.61
Personal Services	\$68,904,687	67,341,689.34	\$69,424,422	\$72,253,689	\$2,829,267
Contractual Services	3,050,716	2,672,475.13	\$2,755,129	\$3,787,860	1,032,731
Materials & Supplies	22,501,273	19,464,829.95	\$20,066,835	\$17,880,878	(2,185,957)
Capital Outlay	<u>188,095</u>	<u>51,707,876.33</u>	<u>\$53,307,089</u>	<u>\$41,588,869</u>	<u>(11,718,220)</u>
<b>Total Costs</b>	<b>\$94,644,771</b>	<b>\$141,186,871</b>	<b>\$145,553,475</b>	<b>\$135,511,296</b>	<b>(\$10,042,179)</b>

<b><u>Costs by Division</u></b>	2000-01	2001-02	2001-02	2002-03	<b><u>Difference</u></b>
	<b><u>Actual</u></b>	<b><u>Current Estimate</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Adopted Budget</u></b>	
Executive Office	\$3,411,527	\$3,360,621	\$3,464,558	\$2,894,082	(\$570,476)
Enforcement Division	12,529,050	11,825,383	12,191,117	12,253,470	62,353
Facilities Division	60,313,654	108,334,682	111,685,239	102,048,878	(9,636,361)
Support Services	<u>18,390,540</u>	<u>17,666,184</u>	<u>18,212,561</u>	<u>18,314,866</u>	<u>102,305</u>
<b>Total Costs</b>	<b>\$94,644,771</b>	<b>\$141,186,871</b>	<b>\$145,553,475</b>	<b>\$135,511,296</b>	<b>(\$10,042,179)</b>

<b><u>Staffing by Division</u></b>	2000-01	2001-02	2001-02	2002-03	<b><u>Difference</u></b>
	<b><u>Actual</u></b>	<b><u>Current Estimate</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Adopted Budget</u></b>	
Executive Office	15.32	17.95	18.50	14.00	(4.50)
Enforcement Division	93.78	113.30	116.80	111.80	(5.00)
Facilities Division	479.78	587.35	605.52	581.86	(23.66)
Support Services	<u>119.40</u>	<u>215.06</u>	<u>221.71</u>	<u>208.26</u>	<u>(13.45)</u>
<b>Total Staffing FTE's</b>	<b>708.28</b>	<b>933.65</b>	<b>962.53</b>	<b>915.92</b>	<b>(46.61)</b>

<b><u>Resources by Division</u></b>	<b>Fees, Permits</b>			<b>Other/</b>	
	<b><u>General Fund</u></b>	<b><u>&amp; Charges</u></b>	<b><u>Federal</u></b>	<b><u>State &amp; Local</u></b>	<b><u>Miscellaneous</u></b>
Executive Office	\$2,894,082	\$0	\$0	\$0	\$0
Enforcement Division	\$10,983,588	\$334,928	\$54,206	\$722,594	\$158,155
Facilities Division	\$57,383,170	\$548,000	\$11,815,000	\$134,500	\$32,168,207
Support Services	<u>\$17,076,493</u>	<u>\$1,208,373</u>	<u>\$0</u>	<u>\$0</u>	<u>\$30,000</u>
<b>Total Resources</b>	<b>\$88,337,333</b>	<b>\$2,091,301</b>	<b>\$11,869,206</b>	<b>\$857,094</b>	<b>\$32,356,362</b>

# Executive Office

The Sheriff's Executive Office establishes policy and direction for the agency. It also manages the research and evaluation efforts of the agency. The professional standards program consists of Internal Affairs and Inspections, which report directly to the Sheriff. The Executive Office consists of the Sheriff, the Chief Deputy for Law Enforcement, the Chief Deputy for Corrections, the Chief Deputy for Support, a Public Information Officer, an Executive Assistant, a Legislative/Administrative Assistant, and the research and planning unit.

**Action Plans:**

- Work with the courts and mental health advocates to insure that inmates with severe mental health problems receive treatment at the state hospital.
- Evaluate the feasibility of placing a public safety levy before the voters.

**Significant Budget Changes:**

- The Fiscal and Information Technology units from the Information Management program moved to Support Services Division. The Planning & Research Unit remains in the Executive Division.
- Public Information Officer added. The Public Information Officer is the chief communications contact for the agency. The PIO approves all requests for public information, responds to all media inquiries, writes press releases, and develops strategies to better educate the public about the services the MCSO provides.

**FY 2002: 7.00 FTE      FY 2003: 5.00 FTE**

<b>Budget Trends</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2002-03</b>	
<b>Budget Trends</b>	<b>2000-01</b>	<b>Current</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Difference</b>
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	
Staffing FTE	15.32	17.95	18.50	14.00	(4.50)
Personal Services	\$1,735,497	\$1,533,847	\$1,581,286	\$1,441,969	(\$139,317)
Contractual Services	270,613	262,613	270,735	262,935	(7,800)
Materials & Supplies	1,390,124	1,564,161	1,612,537	1,189,178	(423,359)
Capital Outlay	<u>15,293.00</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Costs</b>	<b>\$3,411,527</b>	<b>\$3,360,621</b>	<b>\$3,464,558</b>	<b>\$2,894,082</b>	<b>(\$570,476)</b>

**Undersheriff**

Prior to FY 2003, the Undersheriff was responsible for the operational functions of the agency. The chief deputies of the Support Division, the Corrections Facilities Division, and the Enforcement Division reported to the Undersheriff. Additionally, the captain of the professional standards section reported directly to the Undersheriff.

For FY 2003, the Undersheriff Unit is unfunded. The Sheriff-elect may choose to fund this function in the future.

**FY 2002: 1.00 FTE      FY 2003: 0.00 FTE**

**Planning & Research**

The Planning and Research Unit provides timely and accurate information through research, analysis, and evaluation, using both internal and external information sources.

**FY 2002: 3.50 FTE      FY 2003: 2.00 FTE**

**Professional Standards**

The Professional Standards Program consists of the Inspections and Internal Affairs Units. The Inspections Unit ensures that units and individuals in the MCSO conform to Sheriff's Office policies and procedures, existing laws, and ethical standards. The Internal Affairs Unit investigates complaints and concerns received from the public and from MCSO members and recommends corrective action when appropriate.

**FY 2002: 7.00 FTE      FY 2003: 7.00 FTE**

<b><u>Costs by Program</u></b>	<b><u>2000-01</u></b>	<b><u>2001-02</u></b>	<b><u>2002-03</u></b>	
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>	<b><u>Difference</u></b>
		<b><u>Budget</u></b>	<b><u>Budget</u></b>	
Executive Office	\$2,161,700	\$2,307,420	\$1,956,389	(\$351,031)
Undersheriff	186,959	183,840	0	(183,840)
Planning & Research	291,999	272,940	187,415	(85,525)
Professional Standards	<u>770,869</u>	<u>700,358</u>	<u>750,278</u>	<u>49,920</u>
<b>Total Costs</b>	<b>\$3,411,527</b>	<b>\$3,464,558</b>	<b>\$2,894,082</b>	<b>(\$570,476)</b>

# Support Division

The Support Division provides business services for the agency. It is responsible for providing financial management, human resource management, training, information technology management, procurement services, and logistical support to the operational divisions of the MCSO.

**Action Plans:**

- Through programming, provide inmates with the tools necessary for their successfully re-entry into the community.
- Identify opportunities, in partnership with the District Attorney, to more efficiently utilize IT resources.
- Continue to identify and implement efficiencies in providing business services to the operational divisions of the MCSO.

**Significant Budget Changes:**

- Transferred in Information Management Program from Executive Office.

<u>Support Division</u>		2001-02	2001-02	2002-03	
Budget Trends	2000-01	Current	Adopted	Adopted	
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	119.40	215.06	221.71	208.26	(13.45)
Personal Services	\$12,278,619	\$12,135,473	\$12,510,797	\$12,850,245	\$339,448
Contractual Services	648,522	619,728	638,895	589,668	(49,227)
Materials & Supplies	5,463,399	4,848,903	4,998,869	4,810,953	(187,916)
Capital Outlay	0.00	62,080	64,000	64,000	0
<b>Total Costs</b>	<b>\$18,390,540</b>	<b>\$17,666,184</b>	<b>\$18,212,561</b>	<b>\$18,314,866</b>	<b>\$102,305</b>

**Program Administration**

Program Administration provides supervision, coordination and management of the programs assigned to the Division. Personnel assigned to program administration work with other division managers to ensure the cost effective coordination of system wide activities.

**FY 2002: 5.75 FTE      FY 2003: 4.80 FTE**

**Human Resources**

The Human Resources Unit provides personnel, payroll, training, and labor relations support and consultation to all MCSO managers and supervisors. It is responsible for the recruitment, hiring, and training of all Sheriff's Office employees, as well as for ensuring that all managers and supervisors understand applicable bargaining agreements. The payroll section ensures that all employees receive timely and accurate paychecks and that all relevant parts of three different bargaining agreements are incorporated into the calculations. The training section provides classes in order to meet training requirements for corrections deputies and law enforcement deputies.

**FY 2002: 24.00 FTE      FY 2003: 24.00 FTE**

**Auxiliary Services**

The Auxiliary Services Unit is responsible for the agency's fleet, electronic and communications equipment, uniforms, the MCSO warehouse, receiving and distribution, purchasing, maintenance, and inmate property, commissary and laundry services for jail inmates. The unit has recently implemented a Property Storage Building, a Shuttle Van, and an additional shift in the laundry.

**FY 2002: 43.00 FTE      FY 2003: 40.00 FTE**

**Warrant & Detention Records**

The MCSO Records unit processes and maintains law enforcement, warrant, custody, inmate transport, and release records for Multnomah County. The unit constantly accesses computerized criminal justice databases containing police, judicial, and criminal information. The unit annually processes approximately 23,500 warrants, 9000 crime reports, and 45,000 bookings. The staff assists law enforcement officers, attorneys, inmates, inmate family members, the general public, and criminal justice staff—in person, over the phone and via radio/teletype communications.

**FY 2002: 62.96 FTE      FY 2003: 62.96 FTE**

**Counseling Services**

The Counseling Unit provides inmate services that satisfy constitutional and statutory requirements, and provides programs to assist inmates in their re-entry to the community. The Counseling Unit acts as a liaison between offenders and justice system representatives, as well as treatment providers and in-jail service providers. Counselors assist inmates with personal problems, provide pre-release planning and community resource referral, conduct jail educational programs, screen inmates for participation in jail

and community programs, and conduct alcohol and drug assessment for the entire criminal justice system.

**FY 2002: 62.00 FTE      FY 2003: 56.50 FTE**

**Information Management**

The Information Management program consists of the Fiscal and Information Technology Units. The Information Technology Unit purchases, installs, and maintains both hardware and software for the agency's automated systems. It supports all servers, printers, and personal computers in use by the department. The unit also facilitates the agency's use of the Decision Support System-Justice (DSS-J), a joint criminal justice data warehouse. The Fiscal Unit is responsible for preparing the agency budget, maintaining accurate budget records, processing accounts payable, and managing contracts. The unit operations are consistent with generally accepted accounting principles and countywide budget procedures.

**FY 2002: 27.50 FTE      FY 2003: 20.00 FTE**

<u>Costs by Program</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	
	<u>Actual</u>	<u>Adopted</u>	<u>Adopted</u>	<u>Difference</u>
		<u>Budget</u>	<u>Budget</u>	
Division Management	\$538,938	\$626,301	\$653,298	\$26,997
Human Resources	1,962,988	1,791,658	1,795,896	4,238
Auxiliary Services	4,067,351	4,063,479	3,774,002	(289,477)
Warrant & Detention Records	3,191,144	3,444,036	3,615,165	171,129
Community Supervision	536,547	0	0	0
Facility Counselors	3,683,419	4,189,744	4,295,517	105,773
Information Management	<u>4,410,153</u>	<u>4,097,343</u>	<u>4,180,988</u>	<u>83,645</u>
<b>Total Costs</b>	<b>\$18,390,540</b>	<b>\$18,212,561</b>	<b>\$18,314,866</b>	<b>\$102,305</b>

# Corrections Facilities Division

The Corrections Facilities Division provides correctional supervision and services within the Sheriff's Office. The Division's priority is to increase public safety by ensuring that jail space is available to meet the needs of the county's growing population. The Division maintains order and discipline, providing a safe environment in the County's correctional facilities. These responsibilities are accomplished while fulfilling all legal requirements as noted in the U.S. Constitution, state law, correctional case law, and Multnomah County ordinances.

**Action Plans:**

- Continue to manage inmates in a way that supports re-entry into the community given the significant loss of jail beds.
- Provide services to inmates that embrace a behavior based classification and disciplinary methodology to promote positive change.

<u>Corrections Facilities</u>	2000-01	2001-02	2001-02	2002-03	
Budget Trends	2000-01	Current	Adopted	Adopted	
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	479.78	587.35	605.52	581.86	(23.66)
Personal Services	\$44,909,007	\$44,578,556	\$45,957,274	\$48,012,990	\$2,055,716
Contractual Services	1,584,722	666,807	687,430	2,523,774	1,836,344
Materials & Supplies	13,730,938	11,443,523	11,797,446	9,987,245	(1,810,201)
Capital Outlay	<u>88,987.00</u>	<u>51,645,796</u>	<u>53,243,089</u>	<u>41,524,869</u>	<u>(11,718,220)</u>
<b>Total Costs</b>	<b>\$60,313,654</b>	<b>\$108,334,682</b>	<b>\$111,685,239</b>	<b>\$102,048,878</b>	<b>(\$9,636,361)</b>

**Division Management**

Division Management is responsible for the maintenance of order, control, discipline, and safe environments in the County's correctional facilities. The Division assists prisoners to prepare for their return to the community through addressing offending behavior and by making corrective services available. To enhance and maintain safe and secure facilities for staff, inmates and the public, the Corrections Emergency Response Team was established to assist with the orderly operation of the facilities.

**FY 2002: 6.20 FTE      FY 2003: 6.20 FTE**

**Booking and Release**

Booking and Release serves as Multnomah County's central booking unit, and supports the corrections system by accepting new prisoners, transferring inmates between correctional facilities, and releasing prisoners. The booking area is currently being remodeled to an "open booking" design, and should be completed in the fall of 2002. The new booking area will insure the safe processing of individuals taken into custody and limit the wait time of enforcement officers.

**FY 2002: 66.18 FTE      FY 2003: 65.18 FTE**

**Detention Center (MCDC)**

MCDC is a 676-bed maximum-security adult correctional facility located in the downtown Justice Center and operated by the Multnomah County Sheriff's Office. MCDC provides custody and supervision of county, state, and federal prisoners. MCDC operates under comprehensive written policies and procedures governing inmate feeding, clothing, recreation, medical treatment, classification, safety, hygiene, program services, visitation, mail, and court access. Workload has increased in the areas of Mental Health, Medical Transports, and Discipline Management

**FY 2002: 146.74 FTE      FY 2003: 147.49 FTE**

**Classification**

The Classification Unit is responsible for assessing inmate risk, controlling inmate movement, providing due process hearings, and complying with state-mandated population release guidelines. 4000 major rule violations occur annually and require individual due process hearings. The unit now classifies inmates before moving them to a housing unit, which decreases the number of inmate transports between facilities and provides a greater level of protection for both inmates and staff. The classification score is used to determine which inmate should be matrix-released due to lack of jail beds. This unit also assigns a matrix score to each inmate that is used to determine which inmates are released when the jails become overcrowded.

**FY 2002: 27.50 FTE      FY 2003: 27.00 FTE**

**Correctional Facility (MCCF)**

MCCF is a 190-bed medium security adult local correctional facility located in Troutdale. MCCF provides security, control, custody, and supervision of county prisoners, and operates under comprehensive written policies and procedures governing inmate feeding, clothing, recreation, medical treatment, classification, safety, hygiene, program services, visitation, mail, and court access. MCCF increased its level of security last year with the installation of a new video motion detector system on the perimeter fence. The system became necessary due to the encroaching development of surrounding property.

This facility has been closed for FY 2003. *See the Budget Notes section of the budget for information about future use of this facility.*

**FY 2002: 28.20 FTE      FY 2003: 00.00 FTE**

**Inverness Jail (MCIJ)**

MCIJ is a medium-security adult (male and female) corrections facility located in Northeast Portland. The MCIJ staff ensures proper custody, control, and supervision for county, state, and federal inmates in Multnomah County. MCIJ operations encourage inmates to participate in and focus on their reintegration back into the community. 43 beds at this facility will be closed.

**FY 2002: 172.96 FTE      FY 2003: 180.18 FTE**

**Restitution Center (MCRC)**

MCRC is 160-bed restitution work release center that provides employment referrals, education, treatment, and supervision to sentenced county offenders. MCRC addresses the need to reintegrate the inmate back into the community as a law-abiding citizen with better skills and a greater chance of employment. A board of directors provides oversight to insure that MCRC operates within the boundaries of its charter agreement.

**FY 2002: 23.38 FTE      FY 2003: 23.38 FTE**

**Inmate Work Crews**

The Inmate Work Crew Unit operates from the Inverness Jail in Northeast Portland. Inmate work crews perform community public work projects, maintain and repair some Multnomah County facilities, provide adult and juvenile corrections laundry, and provide some services through private contract with other governmental agencies. The work crews also provide limited janitorial and landscaping services for the county.

**FY 2002: 9.00 FTE      FY 2003: 12.20 FTE**

**Transport**

The primary mission of the Transport Program is the secure movement of inmates in the Multnomah County jail system to and from the courts.

**FY 2002: 19.00 FTE      FY 2003: 19.00 FTE**

**Hospital Security Unit**

The Hospital Security Program provides for Corrections Deputy supervision of inmates housed at local hospitals. Depending on the nature of the illness or injury, an inmate may be sent to the Portland Adventist Medical Center for treatment, or routed to other medical centers. Understanding the cost of hospital care and supervision, staff members carefully evaluate each inmate sent to a hospital, and seek alternatives to standard hospital care. In recent years, the frequency of medical stays within local hospitals has increased.

**FY 2002: 5.46 FTE      FY 2003: 5.46 FTE**

**Wapato Jail & Alcohol and Drug Treatment Facility**

The Wapato Jail facility is currently under construction. This facility will consist of 250 jail beds and a 300-bed secure alcohol and drug treatment facility.

**FY 2002: 2.00 FTE      FY 2003: 1.00 FTE**

**Court Services and Court Services Administration**

The Court Services Administration Program provides direction, coordination, oversight, improvements, and innovation to supervision and services within the Court Services Section. Increased criminal activity, SB1145, double-bunking and jail expansions created substantial growth in the inmate population. The increase of service level generated higher staffing and equipment needs to successfully move this population through the judicial system

The Court Services Program is responsible for maintaining safety and security in Multnomah County's courtrooms; booking persons remanded to custody by the courts; assisting Facility Security Officers with back-up (emergency) help; and escorting inmates. Workload is increasing due to courtroom expansion. Additional service now performed is working in partnership with YGAT or any high profile case to collect courtroom related intelligence information.

**FY 2002: 29.00 FTE      FY 2003: 35.00 FTE**

**Facility Security**

The Facility Security Unit ensures the safety and security of County-owned facilities and buildings: the Justice Center, MCIJ, the Multnomah County Courthouse, the downtown Library, and the Juvenile Justice Center. The Unit is responsible for controlling access; screening persons seeking admittance; excluding or removing persons who are unruly, threatening, or unlawfully armed; accepting prisoner funds and bail; operating metal detectors and x-ray scanners; providing stand-by security for high risk trials; administering first aid; and providing information to visitors. Programmatic changes include providing security at Gresham Court and scheduling for video conferencing.

**FY 2002: 55.30 FTE      FY 2003: 56.27 FTE**

**Courthouse  
Jail**

The Courthouse Jail Program provides daytime secure housing for over 75 inmates making court appearances. MCHJ provides security, control, custody, and supervision of county prisoners. Workload is increasing due to a growing population.

**FY 2002: 14.60 FTE    FY 2003: 3.50 FTE**

<b><u>Costs by Program</u></b>	<b><u>2000-01 Actual</u></b>	<b><u>2001-02 Adopted Budget</u></b>	<b><u>2002-03 Adopted Budget</u></b>	<b><u>Difference</u></b>
Division Management	\$1,964,816	\$1,650,799	\$1,534,934	(\$115,865)
Booking & Release	5,688,852	6,645,972	5,504,133	(1,141,839)
MCDC	13,344,312	13,966,020	15,828,756	1,862,736
Classification	2,194,260	2,148,224	2,163,671	15,447
MCCF	2,943,967	2,751,469	0	(2,751,469)
MCIJ	19,296,041	17,908,561	19,747,869	1,839,308
Restitution Center	2,579,925	2,780,460	2,956,484	176,024
Work Crews	1,650,155	1,006,297	1,323,066	316,769
Transport	1,732,391	1,733,073	1,781,053	47,980
Hospital Security Unit	357,760	600,942	544,402	(56,540)
Wapato	1,498,488	53,796,694	43,828,029	(9,968,665)
Court Services	2,493,089	2,313,656	3,110,249	796,593
Facility Security	3,185,107	2,963,306	3,245,034	281,728
Courthouse Jail	<u>1,384,491</u>	<u>1,419,766</u>	<u>481,198</u>	<u>(938,568)</u>
<b>Total Costs</b>	<b>\$60,313,654</b>	<b>\$111,685,239</b>	<b>\$102,048,878</b>	<b>(\$9,636,361)</b>

**Law  
Enforcement  
Division**

The Law Enforcement Division is responsible for the protection of life and property and the enforcement of the Oregon Criminal Code and County Ordinances. The Enforcement Division provides uniform and marine patrol, investigative services, narcotics enforcement, response to hazardous materials incidents, truck safety inspections, specialized drunk driving enforcement, community-based enforcement programs, service of civil process, and participation in various multi-agency task forces.

**Action Plans:**

- Adopt an emergency response plan to include opening an emergency operations center and work with emergency management and health to staff the county's and the MCSO's emergency operations needs.
- Respond to requests from federal and state agencies regarding terrorist threats.

<b>Enforcement Division</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2002-03</b>	
<b>Budget Trends</b>	<b>2000-01</b>	<b>Current</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Difference</b>
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	
Staffing FTE	93.78	113.30	116.80	111.80	(5.00)
Personal Services	\$9,981,564	\$9,093,813	\$9,375,065	\$9,948,485	\$573,420
Contractual Services	546,859	1,123,327	1,158,069	411,483	(746,586)
Materials & Supplies	1,916,812	1,608,244	1,657,983	1,893,502	235,519
Capital Outlay	<u>83,815.00</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Costs</b>	<b>\$12,529,050</b>	<b>\$11,825,383</b>	<b>\$12,191,117</b>	<b>\$12,253,470</b>	<b>\$62,353</b>

**Division Management**

Enforcement Division Management is responsible for developing policy, assignment of resources and oversight of all Enforcement Division functions. Division Management ensures program objectives are achieved by continuous review of various operational functions.

**FY 2002: 2.00 FTE      FY 2003: 1.00 FTE**

**Investigations**

The Investigations Program conducts criminal investigations in the unincorporated areas of Multnomah County and with contracted entities. The Investigations Program enforces state and local statutes, and works with federal law enforcement. The program has reciprocal agreements for violent crime investigations with most law enforcement agencies within Multnomah County, and offers a coordinated response to elder crimes, domestic violence, and hate crimes. The current focus of the program is sex offender registration, and the investigation of violent crimes, fraud/property crimes, and child pornography/computer crimes. When necessary, the program investigates official misconduct of Multnomah County employees and threats toward County public officials.

**FY 2002: 14.80 FTE      FY 2003: 13.80 FTE**

**Special Investigations**

The Special Investigations Program investigates illegal drug activities in unincorporated Multnomah County areas and enforces state, regional, and local laws. This Program conducts investigations into street and mid-level illicit drug activity and gathers evidence for both criminal prosecution and civil forfeiture cases. The Program also participates in regional investigations of high-level and organized narcotic activity. Workload is increasing as a result of more sophisticated drug activities and a dramatic increase in drug lab activity.

**FY 2002: 7.00 FTE      FY 2003: 6.00 FTE**

**Civil Process & Concealed Weapons**

This Program is comprised of the Civil/Extradition's Unit and the Concealed Handgun Unit. These units carry out the mandated duties of the Sheriff as the ministerial officer of the court. The Program enforces civil court orders; serves notice process in civil law suits; manages the care, custody and transportation of allegedly mentally ill persons during the involuntary commitment process; collaborates in the interstate transport of prisoners; and administers concealed handgun licenses.

**FY 2002: 27.00 FTE      FY 2003: 27.00 FTE**

**Alarm Program**

The Alarm Ordinance Program enforces Multnomah County's Alarm Ordinance for unincorporated Multnomah County, Troutdale, Wood Village, Fairview and Gresham. The work of this unit helps minimize police response to false alarm occurrences.

**FY 2002: 6.00 FTE      FY 2003: 1.00 FTE**

**Patrol**

The Patrol Program protects life and property in Multnomah County and enforces the Oregon Criminal Code and Multnomah County Ordinances. It provides 24-hour/day and 365-day/year law enforcement to unincorporated Multnomah County, Maywood Park and Wood Village. Workload is growing due to increased community involvement. Programmatic changes include a documentation of time spent on both community involvement and mandatory involvement with citizen advisory boards. Additionally, Search and Rescue and the Reserve Program are managed through this unit.

**FY 2002: 36.43 FTE      FY 2003: 38.43 FTE**

**Traffic Safety**

The Traffic Safety Program improves traffic safety, reduces fatalities, and reduces the environmental and health hazards caused by hazardous material releases. The primary responsibilities of the program include traffic enforcement, accident investigation, interdiction, education, hazardous material incident response, and motor carrier safety enforcement. Workload is increasing due to duties added by the most recent ODOT contract, the rapid rise in drug labs, and the public demand for neighborhood enforcement.

**FY 2002: 7.25 FTE      FY 2003: 7.25 FTE**

**River Patrol**

The River Patrol Program enforces the laws of Oregon and the ordinances of Multnomah County and the City of Portland on the Willamette, Columbia, and Sandy Rivers. This program provides law enforcement, emergency assistance, dive/rescue, fire suppression, marine safety education, and crime prevention on 97 miles of waterway within Multnomah County. Workload is growing steadily due to increased boater activity year round, increases in elementary program safety education, and requests from federal agencies as a result of September 11.

**FY 2002: 15.32 FTE      FY 2003: 15.32 FTE**

<u>Costs by Program</u>	<u>2000-01 Actual</u>	<u>2001-02 Adopted Budget</u>	<u>2002-03 Adopted Budget</u>	<u>Difference</u>
Division Management	\$1,306,033	\$1,120,734	\$917,900	(\$202,834)
Investigations	1,695,342	1,160,181	1,281,234	121,053
Special Investigations	846,731	650,083	651,931	1,848
Civil Process/Concealed Weapons	1,756,246	1,949,916	2,101,901	151,985
Alarm Program	691,843	1,073,856	258,573	(815,283)
Operations Administration	388,358	268,074	269,117	1,043
Patrol	3,430,434	3,683,400	4,295,011	611,611
Traffic Safety	891,103	751,745	812,436	60,691
River Patrol	<u>1,522,960</u>	<u>1,533,128</u>	<u>1,665,367</u>	<u>132,239</u>
<b>Total Costs</b>	<b>\$12,529,050</b>	<b>\$12,191,117</b>	<b>\$12,253,470</b>	<b>\$62,353</b>