

Willamette Criminal Justice Council - Stakeholder Report

Responsibilities & Duties of the Benton County District Attorney's Office:

The District Attorney is a State elected official who by operation of the Oregon Constitution serves as the law officer of the State, and the county within their district. The District Attorney shall perform such duties pertaining to the administration of Law, and general police as the Legislative Assembly may direct. Oregon Constitution, Article VII §17; ORS (Oregon Revised Statutes) §§ 8.610 – 8.852. Under this Constitutional authority, the responsibilities and duties of the District Attorney are vast and wide in range. A broad overview of the District Attorney's responsibilities, includes the following:

1. The District Attorney is responsible for oversight, administration and management of the District Attorney's Office, including hiring of Chief Deputy District Attorney, Deputy District Attorneys, Administrative Director, Paralegals, Support Staff, Victim Services Manager, Victim Services Advocates, Staff, Investigators, and Assistants as necessary to perform efficiently the duties of such office. Oregon Constitution; Article VII §17; The District Attorney, with support from an Administrative Director, is responsible for creating and managing a complex budget anticipating projected biennial revenues and expenditures. ORS §8.790-8.850.
2. The Benton County District Attorney is responsible for the criminal prosecution of all adult State criminal offenses arising in Benton County. This includes all stages of criminal prosecution leading to trial, sentencing, and post sentencing stages. Oregon Constitution, Article VII §17; ORS § 8.610 – 8.852. Prosecution includes felonies, misdemeanors, violations (ORS §§ 8.650 – 8.665), and special prosecutions (ORS § 8.710). As the State Law Official for Benton County, the District Attorney provides legal direction and training to law enforcement agencies within Benton County, including, but not limited to, search warrants and arrest warrants. Additional stages include presenting felony cases to the Grand Jury (ORS § 8.8.670; ORS §§132.010-132.990), litigating a wide range of legal motions, prosecuting probation violations, defending post-conviction relief cases (ORS § 138.570), and appearing at parole hearings (ORS §144.120(5)) and PSRB (Psychiatric Security Review Board) hearings (ORS § 161.346). Throughout the various stages of prosecution, the District Attorney is responsible for ensuring that each crime victim's constitutional rights (Oregon Constitution, Article §§ 42 – 43) are observed. In addition to Victim's Rights afforded

under the Oregon Constitution, the District Attorney is responsible for validating U-Visa Applications (8 CFR § 245) for foreign nationals who are victims of serious person crimes . In addition to prosecution of adult offenders, the District Attorney is responsible for representing the State of Oregon in both Juvenile Delinquency (ORS 8.685; ORS §§419C.001-680) and Dependency (ORS 8.685; 419B.005-950) matters, and for initiating and litigating civil commitment petitions in cases where there is reason to believe a person is an extremely dangerous person with mental illness. (ORS § 426.701). The District Attorney is also responsible for Child Support and Public Assistance Enforcement (ORS § 8.675).

3. The District Attorney is responsible for establishing and maintaining a variety of Multidisciplinary Teams as dictated by State statute. These Multidisciplinary Teams include the Child Abuse Multidisciplinary Team (ORS § 418.746); the Child Fatality Review Team (ORS 418.785); the Sexual Assault Response Team (ORS § 147.401); and the Vulnerable Adult Response Team (ORS § 430.739). The District Attorney is also a mandatory member of the Local Public Safety Coordinating Council (a.k.a. Willamette Criminal Justice Council), who is responsible for developing and recommending to the county board of commissioners a plan for use of resources to serve the local offender population, and a plan for the needs of the local offender population between the age of 15 and 17 years. The Local Public Safety Coordinating Council is also tasked with coordinating local criminal justice policy among affected criminal justice entities. (ORS § 423.560).
4. The District Attorney is responsible for the investigation of missing persons and unattended deaths occurring in Benton County. (ORS §§ 146.003-146.992). In this capacity the District Attorney coordinates with the State Medical Examiner in the appointment of Deputy Medical Examiners and Regional Medical Examiner (ORS §§ 146.003-146.992).
5. Among administrative mandates, the District Attorney is responsible for responding to public records requests, public records request appeals, and requests for public records fee waivers (ORS Chapter 192). The District Attorney is required to respond to public records request within 10 days, and submit legal opinions on denied requests to the Oregon Attorney General's Office. The District Attorney is also responsible for processing and litigating expunctions (ORS § 137.225); petitions for relief from sex offender registration (ORS § 181.821; ORS § 163.125); and petitions for relief from prohibition against possessing or purchasing a firearm (ORS § 166.274).
6. State and County policy and practice provide additional duties and responsibilities for the District Attorney in the form of the Inter-agency Law Enforcement Team; Major Crimes Team; SB 111 Task Force on Use of Deadly Force; Benton County Management Team; Meetings with the Benton County Board of Commissioners; and testimony before the Oregon Legislature.

7. The District Attorney has proactively incorporated alternative incarceration programs and practices, including the following:
 - a. Violation Treatment (ORS §161.566)
 - b. Civil Compromise (ORS § 135.703)
 - c. DUII Diversion (ORS § 813.215)
 - d. DA Misdemeanor Diversion (ORS § 135.881 et seq.)
 - e. DA Felony Diversion (ORS § 135.881 et seq.)
 - f. Conditional Discharge (ORS § 475.245)
 - g. Drug Treatment Court (ORS § 3.450; ORS § 137.680)
 - h. Felony Reduction to Misdemeanor (ORS § 131.705)
 - i. Felony Durational Departures (OAR 213-008-0001; 213-008-0002)
 - j. Felony Dispositional Departures (OAR 213-008-0001; 213-008-0002).

8. The District Attorney and Deputy District Attorneys are responsible for having an ongoing mastery of the following:
 - a. United States Constitution;
 - b. Federal Codes and Regulations (CFR);
 - c. Federal Court Opinions;
 - d. Oregon Constitution;
 - e. Oregon Revised Statutes (ORS);
 - f. Oregon Administrative Rules (OAR);
 - g. Oregon Trial Court Rules;
 - h. Oregon Rules of Evidence;
 - i. Oregon Supreme Court and Court of Appeals opinions;
 - j. Oregon Rules of Professional Responsibility;
 - k. All States' rules and court opinions to the extent they bear on cases pending in Oregon.

This report represents a very general summary of the District Attorney's duties and responsibilities and is not intended to detail the intricacies of the referenced legal processes and procedures. Furthermore, given the dynamic legal nature of the District Attorney's duties and responsibilities, ongoing evolution and change may not be reflected in a general summary.

Responsibilities & Duties of the Benton County Juvenile Department:

The Juvenile Department Director is appointed by the Board of County Commissioners and reports to the County Administrator. The Director is responsible for all activities of the Juvenile Department and is responsible for Juvenile Delinquency cases within the County. The Director is guided by Oregon Revised Statutes (ORS) 419A is the General Provision and Definitions and 419C spells out Delinquency. The Juvenile Department is the responsibility of the County and the Department has to act within the law and the policies of the County. The following is a broad overview of the Juvenile Department's responsibilities.

1. Offender Services is the main Juvenile Department program and includes general caseload and administration. This program provides a range of supervision and probation services to county youth under 18 years of age who have been referred for delinquent acts. Their services are designed to prevent further penetration into the juvenile justice system while protecting the community and providing skills and support to clients and families.

Goal: Reduce and prevent juvenile crime and recidivism

Measure: Successful completion-probation

Goal: Reduce and prevent juvenile crime and recidivism

Measure: Successful completion-Formal Accountability Agreement

Goal: Reduce and prevent juvenile crime and recidivism

Measure: Recidivism Rate

2. The Juvenile Diversion program is to provide a higher level of supervision and increased number of services. This is targeted at youth who are at risk of being placed with the Oregon Youth Authority in either out of home or correctional facility placement. The goal is keeping the youth in their home community.

Goal: Reduce and prevent commitments to Oregon Youth Authority

Measure: Maintain OYA bed use

Goal: Reduce and prevent commitments to Oregon Youth Authority

Measure: Successful completion-probation

3. The Juvenile Accountability Program is a key part of the restorative justice program. This program is to allow youth and opportunity to give back to the community they harmed, by performing community or work crew services and participation in mediation services if desired.

Goal: Hold youth accountable for their behavior

Measure: Successful completion-community service

Measure: Successful completion-restitution

Teen Court provides a minimal level of intervention to low level first time offenders to avert possible deeper penetration into the juvenile justice system.

Goal: Reduce and prevent juvenile crime and recidivism

Measure: Successful completion-Teen Court

4. The Department has always been involved with schools and other community partners, which has led to more Girls' Circle and Boys' Council groups being provided. We introduced an Eighth Grade Transition Program. This has allowed staff to be able to provide more preventative services and programs. This allows time to build stronger relationships with youth and emphasize skill building and positive behavioral change. Below is an example of what the Juvenile Department is engaged in throughout the community.

JUVENILE JUSTICE

Juvenile Court Improvement Project, Child Abuse Response Team

MENTAL HEALTH

Children's Mental Health Coalition, Child and Family Coordinating Committee, System of Care, Mid Valley Suicide Taskforce

SCHOOL AND COMMUNITY SAFETY

Student Threat Assessment Team, Student Support Team (SST), Boys' Council Girls' Council, and Eighth Grade transition program

YOUTH AND FAMILY SUPPORT

Youth Services Team (YST), Positive Youth Development Coalition (PYD), Strengthening Rural Families (SRF), and Jackson Street Youth Services (JSYS).

This report represents a very general summary of the Juvenile Department's duties and responsibilities and is not intended to detail the intricacies of the juvenile justice system. Given the dynamic legal nature of the Juvenile Department's duties and responsibilities, ongoing evolution and change may not be reflected in a general summary.

Responsibilities and Duties of the Benton County Circuit Court:

The Oregon Judicial Branch is a unified system of state circuit courts (trial courts), appellate courts (Oregon Supreme Court and Oregon Court of Appeals), and the Tax Court, known together as the Oregon Judicial Department (OJD). The Oregon Judicial Department's Mission Statement is as follows; as a separate and independent branch of government, our mission is to provide fair and accessible justice services that protect the rights of individuals, preserve community welfare, and inspire public confidence.

Circuit courts are located in each of Oregon's 36 counties that are organized into 27 judicial districts across Oregon. Benton County is the 21st Judicial District. The Chief Justice of the Supreme Court appoints a presiding judge for a two-year term in each judicial district, who administers, supervises, and distributes the workload within the district. Daily business operations of the circuit courts including personnel, budget and finance, and jury management are managed by the Trial Court Administrator, who is supervised by the presiding judge.

The Benton County Circuit Court is comprised of three judicial officers and twenty-four staff. For the 2017-2019 biennium, the Court had a budget of just over \$4,000,000.

The Oregon Constitution details Circuit Court's authority and jurisdiction. Oregon Constitution, Article VII, Section 1. Courts in which judicial power vested. The Judicial power of the State shall be vested in a Supreme [sic] Court, Circuits [sic] Courts, and County Courts, which shall be Courts of Record having general jurisdiction, to be defined, limited, and regulated by law in accordance with this Constitution.

1. The Presiding Judge is the administrative head of the court. The Presiding Judge has the authority to apportion and otherwise regulate the disposition of the judicial business of the circuit court of the judicial district; and make rules, issue orders and take other action appropriate to that exercise. The presiding judge may assign actions and proceedings pending before a court to other judges of the judicial district for hearing and disposition (ORS 1.171).
2. The trial court administrator for a judicial district has the duties, powers and functions prescribed by law or by rules of the circuit courts in the district. Those include the following statutory duties; keep the seal of the court, and affix it in all cases required by law. Record the proceedings of the court. Maintain the records, files, books and other documents pertaining to the court. File all documents delivered to the trial court administrator in any action or proceeding in the court. Attend the court, administer oaths and receive the verdict of a jury in any action or proceeding therein, in the presence and under the direction of the court. Under the direction of the court enter its orders and judgments. Authenticate, by certificate or transcript, as may be required, the records, files or proceedings of the court, or any document pertaining thereto, and filed with the officer. In the performance of duties pertaining to the court, conform to the direction of the court. A trial court administrator may take and certify the proof and acknowledgment of a conveyance of real property or any other written instrument authorized or required to be proved or acknowledged. A trial court

administrator may delegate powers of the office of trial court administrator to employees of the trial court administrator (ORS 8.225).

3. The trial court administrator (TCA) reports to the Presiding Judge and has full authority for all aspects of court records and archives; administration of the biennial budget, financial accounting; purchasing; capital asset management; management of information services; and technical aspects of court operations such as accounting, security, case flow management, safety, facilities management, jury, and personnel. The TCA, in conjunction with the Presiding Judge, is responsible for strategic planning, policy implementation, and court operations.

4. Circuit Court judges preside over all aspects of offense cases; violation, misdemeanor and felony cases including death penalty cases. Court hearings can include release hearings, arraignment, motion hearings, settlement hearings, trials and sentencing. Judges set security, make release decisions, issue warrants, oversee the jury selection process, decide on admissibility of evidence, and instruct jurors on applicable law. The judges preside over all aspects of juvenile dependency and delinquency cases, and civil commitment petitions.

5. In addition to their in courtroom work, the judges have administrative assignments. They are responsible for reviewing requests for defaults, letters from parties, stipulated judgments, and many other documents that need a judge's ruling or signature. There is a judge on-call after hours to handle search warrant requests from local law enforcement agencies as well as review of probable cause statements in the Benton County Correctional Facility.

6. Among administrative mandates, The Court is responsible for responding to public records requests. Within 10 days of receiving the request, the Court must complete the response to the public records request or provide a written statement that we are still processing the request and include a reasonable estimated date when we expect to complete the response (ORS Chapter 192). The Court also processes and presides over Motions to Set Aside Arrests and Convictions (ORS 137.225); petitions for relief of sex offender registration and petitions (ORS 163A.120); petitions for relief from prohibition against possessing or purchasing a firearm (ORS 166.275).

7. Due to local court policy decisions, staff monitors defendants who are on bench probation to the court, as well as defendants on DUII and MIP diversion for compliance. Court staff assists self-represented litigants with the paperwork and process to obtain protective orders; Family Abuse Prevention Act, stalking orders, Elder Abuse and Extreme Risk Protection Orders. This staff also assists self-represented litigants with dissolution, custody and parenting time paperwork and process. Benton County currently has one specialty court, an adult drug treatment court. Benton County Circuit Court also has a Juvenile Dependency Model Court Team.

8. Circuit Courts in Oregon are courts of general jurisdiction. In addition to the duties and responsibilities above, Circuit Court Judges and Staff in Benton County are responsible for the clerical processing and all judicial functions for small claim and landlord/tenant (FED) case types. Probate, including but not limited to

conservatorship, guardian, trust and estate cases. Domestic relations, including but not limited to dissolution (divorce), custody, child support, paternity cases and protective orders; for example restraining orders. Civil, including but not limited to tort, contract, malpractice, name and gender change cases.

9. Oregon law or Judicial Department policy has judges and court staff serving on a number of advisory committees either as chairs of the committee or members. Currently judges and staff of the Benton County Circuit Court are members of the following committees: Willamette Criminal Justice Council, Uniform Trial Court Rules, Court Security and Emergency Preparedness Advisory Committee, at the local level, as well as the state level. Also, the Family Law Advisory Committee, at the local level, as well as the state level. The Law and Policy workgroup, the Civil Justice Initiative Task Force and the Custody and Parenting Time Workgroup. Judges are also on Oregon State Bar Committees as well as other local task forces and work groups.

Responsibilities & Duties of Benton County Law Enforcement Agencies:

The law enforcement functions in Benton are accomplished by several law enforcement agencies with differing jurisdictional boundaries and responsibilities. The departments derive their legal status as an agency from the Oregon Revised Statutes, section 181.010, which defines a Law enforcement agency as "...county sheriff's, municipal police departments, State Police, and other police officers of this state and other states and law enforcement agencies of the federal government."

The official law enforcement agencies in Benton County are the Benton County Sheriff's Department, the Corvallis Police Department, and the Philomath Police Department.

The official law enforcement agencies in Linn County are the Linn County Sheriff's Department, the Albany Police Department, the Lebanon Police Department, and the Sweet Home Police Department.

The City of Albany is located in both Linn and Benton Counties. As such, the Albany Police Department serves in both counties as the primary law enforcement jurisdiction within the incorporated City limits of Albany.

The Oregon State Police provide general policing services to both counties, and provide contractual policing services on the Oregon State University Campus.

Each agency is overseen by a chief executive officer with responsibility for the overall administration and management of the agency. Sheriff's are elected officials and oversee the county sheriff's departments, the county jails, and each county's emergency management functions. Police Chiefs are typically hired by each jurisdiction's City Manager or City Council, and oversee the municipal law enforcement functions of the respective city.

Generally speaking, each agency has jurisdictional boundaries of operation, but have policing powers statewide. In addition, each agency, based on budget considerations and community needs, provide special services to augment basic policing functions. All law enforcement agencies within Benton County participate in a Cooperative Policing Agreement providing inter-agency services when needed.

The following is a list of functions provided by law enforcement agencies in Linn and Benton counties:

Uniformed Patrol Services:

The police patrol function is established to provide a safe environment for the community through enforcement of state law and municipal codes, and by responding to routine and emergency calls for service, 24/7, 365 days a year. Based on community needs, the departments employ officers on overlapping schedules, which vary from standard 8-hour shifts, to 10 and 12 hour shift assignments. Patrol responsibilities include:

- Responding to routine and emergency calls for service
- Responding to traffic accidents and traffic related problems
- Enforcing criminal laws
- Enforcing traffic laws
- Enforcing municipal codes

- Enforcing parking laws
- Patrolling neighborhoods and business areas to prevent crime
- Working with community members to identify and understand problems and issues in specific areas
- Documenting criminal activity in police reports
- Sharing vital criminal and safety information with other police agencies
- Investigating criminal activity and conduct
- Collecting evidence and crime scene information
- Making arrests and assisting the District Attorney in prosecuting criminals
- Educating the public to help community members lead a safe life

Investigative Services:

Detectives in Linn and Benton Counties are charged with the follow-up and investigation of crimes reported to each law enforcement agency. Detectives require specialized and advanced training to prepare them for various investigative requirements. Detectives need specialized training and experience to investigate complex criminal conduct, and work closely with prosecutors to solve crimes and convict criminals. Additional training is needed to conduct investigations involving computer crimes, sexual offenses, homicides and deaths, and child abuse. Investigation responsibilities include:

- Conducting interviews of victims, witnesses and suspects
- Gathering and collecting evidence at crime scenes
- Forensic Investigations / Electronic equipment investigations
- Preparing and writing affidavits, search warrants and complex investigative reports
- Establishing strategies to investigate crimes
- Evaluating previously collected evidence to ascertain leads
- Sharing and exchanging intelligence and information with other investigators and agencies
- Working closely with prosecutors to solve crimes and prepare cases for prosecution
- Briefing patrol officers regarding criminal activity and investigative unit need

Administrative Services:

Each law enforcement agency in Linn and Benton County have an administrative structure to manage and oversee the day to day operations of the agency. Those functions, overseen by the chief executive, include the following:

- Policy and procedure administration
- Daily management of patrol and investigative personnel
- Budget establishment and management
- Purchasing and procurement of equipment, supplies and services
- Hiring and training of personnel
- Records and property management
- Interagency relationships and cooperation
- Community relations

Accreditation:

All three law enforcement agencies participate in accreditation programs. The Corvallis Police Department is accredited by the Commission on Law Enforcement Accreditation (CALEA) and the Benton County Sheriff's Department and the Philomath Police Department are accredited by the Oregon Accreditation Alliance (OAA).

Accreditation programs support and endorse the continued improvement and professionalism of law enforcement agencies by establishing professional standards of accountability, management and operations. The agencies are required to comply with a comprehensive set of written standards and document compliance with these standards on a yearly, and 3-year rotational basis. The standards are designed to increase law enforcement capabilities to reduce crime, increase effectiveness and efficiency, and provide a transparent examination of each agency to improve community confidence and cooperation.

Each agency participates in a variety of accreditation functions including self assessments, regular review of policy and procedures, and on-site inspections, reviews and audits. The accreditation agency then produces a report for the agency identifying if certification goals were met and if improvement is needed in a particular category.

Training:

Police officers, investigative personnel, and police administrators are required to attend standard and advanced training based on legislatively approved guidelines administered by the Oregon Department of Public Safety Standards and Training (DPSST). Upon hire, new police officers are required to attend the DPSST certified police academy for 16 weeks, and participate in patrol training for a period of 18 months before working independently. After initial police training and certification, each officer must complete yearly certification requirements, and are required to attend specific training on a 3-year revolving basis.

The required trainings includes:

- First aid and CPR every year (officers must be certified at all times)
- Ethics training
- Use of force
- Leadership
- 84 hours of general and other associated training.

In addition to DPSST requirements, there are additional requirements outlined in the Oregon Revised Statutes, and additional advanced and professional competency training required or recommended by Federal Law, OSHA, and both Accreditation organizations. For instance, all agencies in the area have yearly required training in subjects including Diversity and Inclusion and jail safety and security.

Records:

Each agency is required by state law to manage, store, and archive important law enforcement and investigative records. The agencies employ specially trained staff to serve the community and staff with information regarding police reports and other police records. Records staff provide front counter public reception, report review, report control, release of public information, records maintenance, data entry and records retrieval. The Records Unit controls the availability and confidentiality of all reports and records and maintains and distributes copies of records to authorized persons/agencies.

Dispatch:

The City of Corvallis Police Department operates the Corvallis Regional Communications Center which provides emergency call answering (E 9-1-1) and dispatch services for all Benton County emergency service providers. The center is managed by the Corvallis Police

Department, and overseen by a 911 User Board comprised of members from all Police and Fire Departments in Benton County.

The CRCC operates 24 hours a day, seven days a week and is staffed by 17 full time dispatcher positions. CRCC staff are state certified Tele-communicators, which includes Emergency Medical Dispatch certification. Dispatchers are trained to provide emergency medical pre-arrival instructions to callers which assists in life saving measures.

OSU Department of Public Safety dispatch operates 24 hours a day, seven days a week and is staffed by 7 full-time dispatcher positions. OSU Department of Public Safety dispatch staff are state certified Tele-communicators, as they operate as a secondary Public Safety Advisory Point, receiving 911 calls from CRCC if they are reported to be on OSU's jurisdiction, as well a direct calls for emergency from campus users. OSU Department of Public Safety dispatch is managed by the OSU Chief of Public Safety.

K-9 Programs:

All agencies in the region have official K-9 programs. The Corvallis Police and the Benton County Sheriff's Department's both have traditional K-9 patrol and narcotics detection programs that focus on locating and apprehending suspects, searching buildings and vehicles, tracking fleeing criminals or escapees, and providing security at public events. In addition, some of the programs focus specifically on locating narcotics during vehicle stops and during pre-planned search warrant operations.

The Philomath Police Department K-9 program is a "Therapy K-9" program designed to provide comfort and companionship for crime victims and children during stressful police encounters. The department allows the K-9 officer to be present during interviews and victim and witness interactions to reduce anxiety and stress for both the victims and the officers.

Evidence:

Collection, storage and maintenance of evidence is a critical function for all law enforcement agencies. Corvallis PD and the Benton County Sheriff's Department share the evidence storage program at the Law Enforcement Center. The department's employ 1.5 full-time evidence technicians that manage the facility, and ensure that all evidence is packaged, stored, and tracked based on strict standards set forth by the Oregon State Police Crime Laboratory. The Philomath Police Department manages their own evidence program that mirrors the Corvallis PD and BCSO program for consistency and seamless transfer between agencies and the Benton County Court system.

Reserves & Cadet Program:

Volunteering as a reserve officer or a reserve deputy is a unique way for a community members to contribute to our community. Each agency host similar reserve programs that encourage qualified individuals to become fully sworn reserve officers. The Oregon Department of Public Safety Standards and Training (DPSST) and Oregon State Law recognizes trained volunteer reserves as fully commissioned peace officers under the direct supervision of a trained police officer. Therefore, reserve officers, depending on several certification levels, must participate and complete an exacting selection, training and assessment process that regular officers and deputies meet.

The Corvallis Police Department maintains a Police Cadet unit comprised of citizen volunteers (ages 15 -20) to enhance the police-community partnership and provide auxiliary resources in support of policing activities. The program is designed to provide an introduction to law enforcement to those interested in pursuing a career in this rewarding profession. Cadets who desire to continue in the law enforcement profession are encouraged to apply with the Department once they turn 21. The Cadet Program broadens the capabilities of the Police Department in handling community policing functions, community events, unusual events, natural disasters, and other emergencies.

Forest Patrol:

The Benton County Sheriff's Office Forest Patrol program provides law enforcement services on both public and private forest lands throughout Benton County. The program began in 1993 through a cooperative effort with the Federal government and local private forestry companies who all shared the same goal: to suppress criminal activity and promote safety and security for visitors to the public and privately-owned forest areas within Benton County.

Criminal Activity in Our Forests:

The Forest Patrol Deputy regularly patrols the forests in four-wheel-drive vehicles, ATV's, and on foot as necessary. The Deputy is on the lookout for criminal activity pertaining to trespass, firearms, hazards during fire seasons, illegal four-wheel-drive off-road activity, illegal garbage dumping, and drug activity.

Other issues include the theft of forest products including firewood, mushrooms, salal, bear grass, Oregon Grape, fern, and moss. Although individuals may obtain permits to harvest some of these items, offenders over-harvest or harvest in unauthorized areas.

Marine Patrol:

Marine Deputies are on our local waterways from May through September each year helping to keep you safe. They receive special training in boat operation, boating laws, detecting boaters under the influence of intoxicants, and swift water rescue and recovery.

Marine Deputies have a number of responsibilities, including:

- Checking to make sure boaters have approved safety flotation devices (life jackets) and safety signaling devices.
- Ensuring boats are properly equipped with required safety equipment.
- Providing search and rescue on the water.
- When necessary, issuing citations or making arrests for criminal activity.

Marine Deputies are not responsible for fish and game violations which are the jurisdiction of the Oregon State Police. Areas of Operation include the Willamette River from Buena Vista south to Harrisburg. The Santiam River is covered from the Willamette River to the town of Jefferson. The Mary's, Long Tom, and the Alsea Rivers also fall under our marine jurisdiction. The marine patrol season is generally May 1st through October 1st each year, but varies slightly from year to year. If needed for specific situations, the marine patrol may be activated during the winter months as well.

Emergency Management/Search & Rescue:

The Emergency Services Division plans and directs emergency procedures to protect citizens from natural and human-caused disasters. We work on preparedness for emergencies including emergency response training and exercises and maintaining an Emergency

Communications Center where response agencies coordinate actions and allocate resources in an emergency.

This office also develops plans concerning four major areas:

- Mitigation
- Preparedness
- Response
- Recovery

Our goal is to limit Benton County's exposure to emergencies and disasters while managing them when they do occur. Our office functions as an administrator and facilitator of the efforts in an emergency or disaster situation

School Resource Officers:

The Corvallis Police Department has one School Resource Officer (SRO), funded through a local operating levy and acts as a liaison between the Corvallis 509J School District and the police department. The SRO provides intervention services, education and enforcement within schools and at school functions. The SRO provides these services at two high schools and three middle schools.

Street Crimes Program:

The Corvallis Police Department and the Benton County Sheriffs collaboratively operate a joint Street Crimes Unit (SCU) focusing on reducing street level drug sale and possession, assaults and person crimes, thefts from vehicles, theft, vandalism/criminal mischief and provide education to the community on crime prevention. The overall emphasis is to reduce the impact of street level crime call-load on patrol shifts and detective and enhance community livability and overall community safety. The SCU will additional work with the DEA on large narcotics investigations.

Animal Control:

Corvallis Police has a .5 FTE who provides Animal Control services. The Animal Control Officer is primarily responsible for handling all animal-related calls for service, including animal abuse and cruelty investigations, neighborhood animal disputes, barking dogs, abandoned dogs, and enforcement of the City's Animal Control Ordinances. This employee will take about 600 calls for service annually.

Parking Enforcement:

The Corvallis Police Department has 2.75 FTE Parking Enforcement Officers, who manage parking operations consistent with State laws, City policy, and City ordinance, ensuring equitable application of parking regulations. In addition to maintain parking space availability and promoting parking space turnover, personnel also provide educational presentations to local businesses and organizations. Parking concentrate their efforts on meters, residential and downtown parking districts, handicapped parking enforcement and abandoned auto's throughout the City.

Traffic Unit:

Corvallis Police have 2 FTE motorcycle Officers who service as the Traffic Unit. The primary purpose of the Traffic Unit is to minimize injury and property damage crashes by promoting a

safe and orderly flow of pedestrian, bicycle and motor vehicle traffic. The Traffic Unit is also responsible for meeting the goals of the annual Traffic Safety Management Plan, with prioritized enforcement at the top ten traffic crash locations, neighborhood citizen's radar, neighborhood speed watch, safe school commute enforcement, and neighborhood traffic complaint enforcement. Traffic officers provide traffic safety education presentations to the local schools and provide a significant portion of the traffic control services to Oregon State University during athletic events.

Volunteer Police Auxiliary:

The Corvallis Police Auxiliary constitutes the Department's adult volunteer program and provides crime prevention services previously performed by paid department staff. The following is a list of some volunteer activities:

- **Public Safety Education:** Deliver public safety education to businesses, neighborhoods, community organizations, citizen groups and governmental agencies.
- **Neighborhood Crime Prevention and Awareness:** Develop and maintain the Neighborhood Watch Program focused on keeping residents aware of criminal issues and trends. They also organize the local National Night Out event, a national campaign for establishing and maintaining Neighborhood Watch Programs.
- **Business Crime Prevention and Awareness:** Develop and maintain the Business Watch Program focused on keeping local businesses apprised of current business-related criminal activity (thefts, shoplifts and fraud).
- **Public Relations:** Develop and conduct the Citizen's Academy Program "Cops-and-Robbers 101", staff information booths at local community events such as Fall Festival and the Benton County Fair.
- **Found and Abandoned Bicycles:** Locate and collect bicycles reported found and/or abandoned throughout the City and submit them to the evidence compound for follow-up or disposal.

Oregon State Police:

The Oregon State Police's (OSP) vision is to provide premier public safety services. OSP serves the State of Oregon with a diverse workforce dedicated to the protection of people, property, and natural resources. OSP is a statewide service agency with three regions (Northwest, Southwest, and East). OSP's services include the following:

- Patrol Division
- Fish and Wildlife Division
- Criminal Investigation Division
- Forensics Division
- Oregon State Fire Marshal
- Oregon State Police Dispatch Center
- Gaming Enforcement
- Lottery Security Section
- Oregon State Athletic Commission
- Medical Examiner Services
- Criminal Justice Information Services
- Oregon Statewide School Safety Tip Line

- Office of Professional Standards
 - Training and Sworn Recruiting Section
- To further explain the mission of the OSP is further view their key performance measures (KPMs). The organization's KPMs include the following:
- Transportation safety (Patrol Division)
 - Traffic incident management (Patrol Division)
 - Criminal apprehension/detection (Patrol Division)
 - Angler and hunter contacts (Fish and Wildlife Division)
 - Illegal harvest (Fish and Wildlife Division)
 - Crime reduction - percent of major crime team call-outs resolved within 12 months of call-outs (Criminal Division)
 - Crime reduction - number of dismantled or disrupted drug trafficking organizations (Criminal Division)
 - Forensic analysis (Forensics Division)
 - Identification services turn-around time (Criminal Justice Information Services)
 - Property protection (Office of the State Fire Marshal)
 - Residential fire death rate (Office of the State Fire Marshal)
 - Customer satisfaction

Crime Analysis:

The Crime Analyst provides a single coordinated effort to the City of Corvallis Police Department and the Benton County Sheriff's Office. The crime analyst's primary responsibilities include providing a variety of professional, analytical, and administrative assistance, including preparing and developing statistical interpretation and presenting reports. The analyst maps crime trends, analyzes specific crime elements involved in the trends, and produces detailed reports supporting comprehensive tactical action planning. Such action plans are focused on preventing further criminal activity and suppressing crime through education and enforcement.

Responsibilities & Duties of The Benton County Jail:

Basic Jail Information:

Originally built in 1976 to replace the existing jail at the time, which had been used since 1929. Our current jail was built to house 27 inmates and to last for about 10 years until a “regional” jail was built. The regional jail never came to be. Status of the jail:

- Double bunking created the ability to house up to 40 inmates if the makeup of the inmate classifications work out right.
- Two Hard Holding cells / Two booking waiting rooms. These are the only intake cells that the jail has, which are also utilized for suicide watch, detoxing, isolation cells, combative, etc.
- The jail houses both male and female offenders; sentenced and pretrial
- The only jail in Benton County and is utilized by Benton County Sheriff’s Office, Corvallis Police Dept., Philomath Police Dept., Albany Police Dept. and Oregon State Police

Facility Closures:

When the jail’s two holding cells and two waiting cells are full, we are unable to accept new incoming arrestees. Because of such situations, the jail was closed 29 times during 2017 for a total of 140 hours. During jail closures, arresting agencies have to deal with waiting for long periods in order to get the arrestee booked or they can choose to cite the individual and give them a court date. This is dependent on whether or not a citation is appropriate for the charges that are being brought.

Top Priority:

To protect the public by housing offenders in a safe and secure manner, keeping safety and security of the jail, its occupants and staff in mind at all times.

Jail Structure:

1 Captain, 1 Lieutenant, 5 Sergeants, 14 Sworn Deputies, 1 Office Specialist, 1 Nurse, 1 On Call Doctor, On Call Temp Hires as supplemental staff, 2 Private Armed Security Officers who are overseen by the Jail provide Court Security.

Daily Operations:

Operating a jail requires attention to many different facets almost in comparison to running a small city. ORS 169.077 dictates standards for jails that must be followed. Below is a sampling of what staff are responsible for on a daily basis.

1. Maintain 24-hour supervision when persons are confined. Visual in person inspections of each person confined must be completed at least once each hour.
 - a. Inmates who are housed in Holding or Waiting must be personally visually inspected every 15 minutes
 - b. Alternating dayroom time or time out of their cells for all inmates dependent on security levels
2. Ensure that confined prisoners are fed daily at least three nutritionally adequate meals at regular times, one of which has to be a hot meal.
3. Provide each inmate the opportunity to shower daily and attend to basic hygiene needs as well as provide clean clothes twice weekly and clean bedding once a week.

4. Process each new arrestee through intake including but not limited to:
 - a. Data entry of personal information, charges, medical screening, etc.
 - b. Fingerprinting and Photo
 - c. Property inventory and Storage
 - d. Inmate trust accounting
 - e. Consulate notification (if warranted)
 - f. Victim Notification upon release (if applicable)
 - g. Entry of No Contact Orders into LEDS (if applicable)
 - h. Release Agreements / Court Dates
 - i. Processing Bail

5. Extraditions – In the event that there is an individual arrested in another state on our warrant, the jail is responsible for getting approval through the Governor’s Office to extradite that person back to Benton County. A significant amount of time is spent on determining the cost of getting the person back to Oregon. That information is then submitted for approval. If approved, then arrangements are made to have the person transported back to Oregon to Benton County Jail.

6. PC Affidavits – Weekends and holidays require that we scan and email all PC Affidavits to the on-call judge for approval or denial. The judge will then call in to make the determination of whether to hold the individual or not.

7. Advice of Rights / Arraignment
 - a. Each new arrest must be provided their Advice of Rights prior to going to Arraignments. Arraignments take place daily M-F afternoons and each new arrestee must be arraigned in front of a judge.
 - b. Update database on a daily basis after court with new information concerning bail, future court dates, restrictions, NCO’s etc.

8. Orientation / Classification – each inmate must complete orientation and classification in order to determine their security level and privileges. The jail currently has two Sgt’s who are in charge of classification and reviews.

9. Inmate Commissary – available for inmates to purchase items with their own money. Assigned deputies maintain inventory, orders and distribution.

10. Grievances – Inmate grievances are dealt with in a very systematic way and we are usually able to resolve them within a few days of them being filed. Grievances most commonly consist of complaints about privileges, medical and classification.

11. Visitation – Screen, schedule and maintain social visiting as well as professional visitation.

12. Transports – Transports to our contract beds as well as other transports are conducted a minimum of 3 days a week but usually take place more frequently than that. We also assist with Juvenile transports when needed as well as transporting inmates to the Department of Corrections if they have been sentenced to Prison.

13. Court – In addition to daily arraignments, jail deputies are also responsible for any court appearances that take place. Inmates that need to personally appear in court for hearings, drug court, trials or sentencing.

14. Reports / Documentation – Any incident that occurs in the jail must be documented in an incident report. In addition, the control deputy must maintain a daily log that is a chronological record of the movement and happenings in the jail. This log is maintained 24/7.

15. Medical Screening/On-going Care – The Jail Nurse conducts a medical screening on each inmate to determine immediate health care needs. If an inmate is going to be in custody for more than 14 days, we are required by law to do a full physical as well as a TB test. Any required medications must be provided.

a. Because the jail has only one Nurse, deputies are responsible for on-going care when the Nurse is not on duty. This consists of dispensing medication, performing vitals when needed, making informed decisions on medical responses and calling for Emergency Medical Response when warranted.

16. Facility Searches – Jail staff are responsible for completing daily searches of the facility. Each shift are assigned certain areas to search on a daily basis. With this system, the entire facility is searched on a weekly basis if not more frequently. Random frequent searches can be performed at any time if necessary.

17. Time Served and DOC Documentation – Calculation of accurate release dates for sentenced inmates including good time, work credit and time served (according to statute). Provide accurate documentation of Statement of Imprisonment for inmates sentenced to State Prison.

18. Inmate Discipline – Whenever an inmate is written up for violation of inmate rules, a Due Process Hearing is conducted to determine if sanctions should be imposed for the violation. Jail Sgt's are responsible for conducting these hearings.

19. Omnibus Fingerprinting – This is fingerprinting of individuals who were cited in the field and not processed at the jail. When they come to court and are arraigned on the charge, they need to be fingerprinted. This takes place twice a week in the courthouse and jail deputies are responsible for completing the prints.

20. Control room operation – Monitoring over 30 cameras, operating doors and intercoms, maintaining written documentation of movement within the facility, answering the phone from incoming calls and monitoring the radio (both internal and external) for activity and communication.

21. Forced Release Log – This log must be updated a minimum of once per shift, so 3 times daily. This log is a fluid document that represents the inmate population and who will be the next inmate to be forced released should the need arise.

Staff Training Requirements:

Firearms - Deputies are required to maintain Firearms certification and complete a minimum of 8 hours of firearms training annually.

Defensive Tactics – Deputies are required to complete a minimum of 8 hours of defensive tactics training annually.

Annual Training - Include Sexual Harassment, BBP, Cultural Diversity, PREA, Ethics and Professionalism and more. Jail staff is required by Oregon Jail Standards to complete a minimum of 40 hours of training each year.

LEDS Certification – every staff member must become LEDS certified in order to perform criminal history checks on new bookings as well as screening potential visitors. They must also be certified to do LEDS Entire in order to enter No Contact Orders into to the system.

CPR / First Aid – every staff member is required to have current certification in CPR/First Aid and are required to render aid if necessary.

Contract Beds:

Due to limited capacity of our jail (40), Benton County Contracts to rent up to 40 beds from Northern Oregon Regional Correctional Facility (NORCOR). Therefore, at any given time we could have up to 80 inmates in custody between our local jail and our contract beds. Only pretrial inmates can be lodged in NORCOR unless a waiver has been signed. This significantly affects the jail's ability to house the number of pretrial inmates that need to remain in custody. Below is a table representing the total number of bed days utilized in our contract facilities over the last 5 years.

During 2018, Benton County Jail for the most part has become a pretrial holding facility with medium and maximum-security inmates. We no longer house minimum-security inmates of any significant number. Those individuals are usually in a contract bed or they are the first choice for forced release.

Matrix Scoring System:

This process is used to determine at intake, who will be released on their own recognizance (ROR) after booking and who will remain in custody to see the judge. A score is calculated on every intake using criteria such as past convictions, current charges, employment status and other criteria. If they score 1-6 then they are booked and released with a court date. If they score 7 or above, in theory they are to remain in custody until seen by the court.

In addition to the Matrix Release an individual can also be released on a citation which means that the arresting agency has written a citation to appear in court for the charge(s) they were booked on. This is referred to as cite release. Some cites take place in the field and those individuals are not transported to the jail for processing.

Forced Releases:

Forced Release refers to releases that take place when the jail is unable to hold individuals who should have been held in custody. This can happen with both pretrial and sentenced inmates. In order to determine who is force released, the jail maintains a Force Release Log. In this log are all the current inmates, their charges, matrix scores and other information. This list is updated every shift and this is what deputies refer to in order to determine who the next inmate is that will be forced released if needed.

During 2017, the jail Force Released 288 inmates. These releases consisted of both pretrial and sentenced individuals. That number is almost 4 times the number of forced releases that occurred in 2016 when we had 76 for the entire year. For historical information on Forced Releases, you can go to the Jail's website and review specific details of past forced releases.

<https://www.co.benton.or.us/sheriff/page/early-release-inmates>

Transports:

Our transport unit, which consists of two fulltime deputies, is responsible for all inmate movement between the facilities as well as other duties including court appearances, extraditions, video arraignments, medical transports etc. During 2017, deputies transported 1,524 inmates and drove a total of 28,539 miles.

Inmate Programs:

Due to the size of our jail we are not able to facilitate meaningful programs for our inmates. We offer NA and AA weekly, which is done by volunteers. We also offer non-denominational religious services once a week. Inmates that are housed in NORCOR have access to several different programs including, mental health, anger management, cognitive skills and more.

Court Security:

The jail is also responsible for providing Court Security. We now contract with a Private Security Firm for two full time armed Security Officers. They are responsible for monitoring the security screening station at the front door as well as providing security inside the courtrooms when necessary. In 2017, Court Security screened 50,312 people through the security station and confiscated 1,563 prohibited weapons/items, largely consisting of knives, tools and pepper spray.

Jail Deputies are still responsible for in-custody court appearances, remands from court and Omnibus Fingerprinting. This is fingerprinting of individuals who were cited in the field and not processed at the jail. Omnibus printing takes place twice a week.

Oregon Jail Standards:

The Oregon Jail Standards provide nonbinding guidelines, voluntarily adopted by the Oregon State Sheriffs' Association, as a means of improving the operation and management of Oregon jails and reinforcing and enhancing staff professionalism. The standards are based on constitutional and statutory requirements.

There are 315 standards in which jails are inspected on, every two years. These standards govern everything from inmate supervision to food, health care, housing and most everything concerning incarceration of inmates. Our jail's last inspection was in February 2018 in which we earned a 98% compliance rating.

PREA (Prison Rape Elimination Act):

The Federal Government passed PREA in 2003. Currently there are 43 PREA Standards that jails are required by federal law to comply with. Within those 43 standards are sub sections, which means this really equates to about 189 standards. These standards are separate from the Oregon Jail Standards. We are currently working on this project in order to be prepared to pass a Federal PREA Audit.

Maintenance and Upkeep:

Physical maintenance and upkeep is something we struggle with on a consistent basis due to the age and poor design of the jail. We have high and low voltage lines running together which is actually a code violation. In addition, all of the water pipes are buried in cement. This has led to several issues when it comes to fixing any problems. Our most recent episode took place in May 2017 when we discovered there was a busted pipe beneath the floor to the

entrance of one of our cellblocks. This resulted in the housing unit being shut down for several days in order to correct the problem.

Inmates and Mental Illness:

A growing situation that all jails are facing is dealing appropriately with inmates who suffer from mental illness. The number of inmates that suffer from mental illness has increased dramatically over the years. For 2017 Psychotropic medications account for 30% of the entire budget dedicated for medications. In line with those figures, inmates who suffer from mental illness also comprised the largest number of repeat entries to the facility throughout the year. Most of these are for nuisance crimes such as disorderly conduct and trespassing.

Recent studies have shown that those who suffer from mental illness should not be isolated as this can increase the likelihood of that individual digressing even more. We have witnessed this for ourselves in our jail, however due to our limited capacity and design we do not have the appropriate housing for these individuals. These individuals are very staff intensive inmates. They require constant monitoring for destructive behavior and preventing self-harm.

We collaborate with Benton County Mental Health to provide some services to inmates. We also have a psychiatrist that comes in once a week to meet with them. In addition, the jail is responsible for addressing medical needs for the inmates. We are required by law to provide basic health care as well as address any emergencies that may arise. Providing continuity of care is a must and as such our Nurse is tasked with tracking and providing medical information on any of the inmates that are transferred to the contract beds.

For more information about Benton County Jail, please visit our website at:
<https://www.co.benton.or.us/sheriff/page/sheriffs-office-corrections-division-jail>

Responsibilities & Duties of Benton County Parole & Probation:

“The task...(1) develop a report detailing the scope of responsibilities (e.g. what the designated scope does)...(2) identify infrastructure (e.g. building, equipment, supplies, etc.) and staffing needs for designated component.”

Benton County Community Corrections:

Community Corrections is responsible for the supervision of convicted adult felons whom the courts and parole board have placed in the community under a limited, structured formal supervision. The overall goal is to protect the community by helping offenders become law-abiding, contributing citizens. Community Corrections in Oregon is a function of state government operated in partnership with local, county-operated community corrections agencies. Community Corrections is normally located at the county level of government, either under the administration of county commissioners or sheriffs. In a couple instances, it is administered by the Oregon Department of Corrections.

In Benton County, Community Corrections is the responsibility of the Parole & Probation Division of the Benton County Sheriff's Office. We are responsible for supervising adult offenders on parole, probation, and post-prison supervision who reside in Benton County. Each biennium Benton County Community Corrections is required to submit a Community Corrections (CCA) Plan to the Department of Corrections, including our program descriptions and our budget summary. The Oregon Department of Corrections also requires counties to enter into an Intergovernmental Agreement (IGA) to receive Grant-in-Aid funds for Community Corrections programs. The IGA must be approved by the Board of Commissioners and submitted to the Department of Corrections to receive state grant funding.

Funding:

Community Corrections is funded through Grant-in-Aid dollars allocated through the Oregon Department of Corrections. For the 17-19 biennium the legislature approved the state-wide Community Corrections budget at just under \$273M. And Benton County's allocation percentage is 1.29%, which is just over \$3.5M - \$3,528,758.

P&P Mission:

We serve the community by enhancing public safety through the reformation of offenders and the reduction of criminal behavior.

- Respect the worth and dignity of all individuals
- Hold offenders accountable
- Identify offenders risk in order to prioritize available resources and sanctions
- Utilize evidence based programs and community partnerships

P&P Staff:

13.3 Total FTE

Leadership (3): Justin Carley, Abe Griswold and Joel Pickerd

PO's (7): Josh Hall, Susan Sowers, Cody Smith, Josh Pritt, Ryan Roth, Shawna Johnson and Curran Deede

Admin Specialist (2): Summer Smallwood and Leah Boone

Case Monitors (1.3): 1.3 FTE = part-time temporary paid student internship

Workload Distribution (assignments):

Offenders considered the highest risk are given the greatest amount of attention, in the form of closer supervision and also in the level of services and sanctions employed in their management. We focus our most valuable resources on the highest risk population to offend – personnel, caseload assignments, programming, referrals, office visits, field time, employment checks, subsidy, alcohol and drug testing, etc.

CCA Plan:

Our CCA Plan outlines our Caseloads and Programs:

- Transition Program
- MED/HI Level Caseloads (4)
- LOW/LTD Level Caseload
- Drug Treatment Court
- Sex Offender Supervision Program - Treatment / Polygraph
- Work Crew / Community Service
- Evidence-based programming
- Outpatient Substance Abuse Treatment
- Transition Center
- Subsidy/Treatment Transition Subsidy
- Professional Development Class

Evidence Based Principles / Programs:

- Validated risk assessments:
 - Public Safety Checklist (PSC);
 - Level of Service/Case Management Inventory (LSCMI)
 - Identify Criminogenic Needs
- Motivational Interviewing; Case Planning; Carey Guides
- Evidence-based programming (T4C, MET)
- Community referrals
- Utilize core principles of evidence based practices to implement and sustain research-based supervision and case management practices which best addresses offender needs.

Evidence Based Practices in Oregon:

Continue to incorporate evidence-based principles into the practice and language of community corrections. These principles include those of risk, need, and responsivity. The principle of risk dictates that services are delivered to offenders with a higher risk to recidivate, while minimal services are provided to offenders who present a low risk to recidivate. The principle of need determines what factors to target that are specifically related to criminal behavior.

Treatment and supervision services must focus on addressing criminogenic needs and behaviors. The top criminogenic needs identified that lead directly to criminal behavior include anti-social attitudes, values, and beliefs; substance abuse; and anti-social peer associations. The principle of responsivity determines how services are best delivered and

that programs are using treatment models that have demonstrated effectiveness in reducing recidivism. These models include cognitive, which focus on how a person thinks; behavioral, which focus on how a person behaves; and social learning theory approach, which use techniques of role modeling, practice, and reinforcement to teach new behaviors.

Partnerships:

Benton County Community Corrections has developed excellent collaborations and partnerships within the community, including:

Benton County Jail Milestones Treatment

Benton County DTC

Benton County District Attorney's Office

Oregon Criminal Justice Commission

Sterling Management

Corvallis Police Department

Philomath Police Department

Benton County Mental Health

Oregon Department of Corrections

Willamette Criminal Justice Council

Community Outreach

Benton County Juvenile Department

Oxford Houses (Men's and Women's)

Department of Human Services

Benton County Courts

Community Outreach

This report represents a very general summary of the duties and responsibilities of Benton County Parole and Probation and is not intended to detail the intricacies of the adult criminal justice system.

Responsibilities & Duties of the Defense Consortium and Private Investigators:

The Benton County Legal Defense Consortium provides court-appointed representation for people accused of crimes. The Consortium has seven attorneys who handles cases ranging from murder to misdemeanors, juvenile delinquency and juvenile dependency cases.

The Consortium contracts with the State every two years. While we are allowed to maintain a private practice, that private practice cannot interfere with the competent representation of indigent defendants.

Our role as defense attorneys includes the following:

1. Meeting with clients at the jail;
2. Reviewing discovery (for example, police reports, laboratory reports, audio and video recordings);
3. Appear in court at status checks;
4. Negotiate with the District Attorney's Office;
5. Request the assistance of experts to address legal or factual issues;
6. Draft and argue motions where appropriate; and
7. Prepare for, and represent the client in, trial.

Often times representation is difficult. Many indigent clients suffer from substance abuse issues; mental health issues; and homelessness. Maintaining contact with clients, and negotiating their cases, is challenging.

Ultimately, our role is to confirm the State can prove beyond a reasonable doubt the crimes alleged, and get the client the best possible result under the circumstances.

Private Investigator Licensing in Oregon:

- DPSST regulates and issues PI License in Oregon under Chapter 703.
- Establishes rule of professional conduct.
- Requires testing for knowledge of civil and criminal procedures or a level of prior experience to satisfy the board. \$79 processing fee.
- New persons 1500 hours of experience under a provisional license before fully licensed.
- 32 hours minimum of CLE every 2 years. Provisional is 40.
- Carry license at all times while working.

Sole Proprietor:

- Occasionally working with clients on insurance, civil or domestic cases.
- Contract requirement.
- Locating friends or lost family members. Under confidentiality.

Working with those accused of crimes in the state of Oregon:

- Working with defense attorneys not for them. But covered by attorney/client privilege.
- Call to check on availability for case work. Timeliness/conflicts

- Meet with attorney on initial information provided.
- Court appointed/retained. Waiting for funding.
- It can be an initial contact with client or family members to get information.
- Meet with client whether in/out of custody. Some jails require background to access inmates or letter from representing attorney. DOC requires a LEDS background at each individual state prison. No statewide clearance. Good for 1 year.
- Review reports and obtain witness statements to provide feedback to attorney for potential expert witnesses. MH or drug evals.
- Interviewing victims of crimes requirement mandatory. No tampering with witnesses memories or statements.

Responsibilities & Duties of Oregon Youth Authority:

The Role of Oregon Youth Authority:

The mission of the Oregon Youth Authority is to protect the public and reduce crime by holding youth accountable and providing them with the education, guidance, and support they need to be crime-free and productive members of their communities.

OYA exercises legal and physical custody of youth committed to it by juvenile courts, and physical custody of youth committed to the Oregon Department of Corrections by adult courts.

The agency serves the state's most delinquent youth age 12 through 24 who commit crimes prior to age 18. Their criminal and anti-social activities include property offenses, sex offenses, assault, substance abuse, robbery, other violent crimes, and gang activity. OYA staff and partners provide these youth with a range of evidence-based treatment and education programs designed to address the factors that contributed to their criminal behavior. These services are available to youth on probation, in close custody, and on parole.

The Youth We Serve:

OYA serves approximately 1,400 youth at any given time. The majority of OYA youth, approximately 825, are on probation or parole. The remainder, about 550 youth, live in one of OYA's nine close-custody facilities located throughout Oregon.

Many of the youth in OYA custody share several key social characteristics:

Social Characteristics:	Males (%)	Females (%)
Diagnosed mental health disorders*	75	88
Substance abuse or dependence	63	73
Parents have history of alcohol/drug abuse	63	79
Diagnosed conduct disorder	52	48
Special education student	33	25
Victim of sexual abuse	15	45
Past suicidal behavior	11	33

How We Deliver Services:

OYA delivers services to youth through six key service areas.

1. **Community Services:** oversees youth who are on probation or parole in communities, and provides case management services for all youth in close custody.
2. **Facility Services:** oversees the youth in OYA's five close-custody correctional facilities and four close-custody transitional facilities. Youth are provided a continuum of services from intake to release to aid in their rehabilitation.
3. **Health Services:** provides medical and psychiatric care for all youth in close custody, and promotes healthy lifestyles.
4. **Development Services:** incorporates the offices of Education and Vocation, Family Engagement, Inclusion and Intercultural Relations, JJIS Business Integration, Program Development, Specialized Youth Service Coordination, Employee Training, Youth Development, and the Youth Reformation System/Positive Human Development (YRS/PHD) to ensure youth have the full range of services and supports they need to develop into productive, crime-free citizens.

5. Business Services provides support through the offices of Accounting and Payroll, Budget, Contracts and Procurement, Human Resources, Information Systems, and Physical Plant Operations.
6. The Director's Office provides leadership for agency operations. Functions include Communications, Internal Audits, Performance Management, Professional Standards, Public Policy and Government Relations, Research and Data Analysis, and Rules and Policy Coordination.

Our Vision for the Youth We Serve:

Our vision is that all youth who leave OYA go on to lead productive, crime-free lives.

How We Measure Success:

OYA tracks 15 performance measures to monitor the success of its services. The measures fall within five areas: public safety, accountability, rehabilitation, youth safety, and customer service. **Public safety** goals are achieved through the use of interventions and graduated sanctions that target and reduce risk factors. Four measures support OYA's public safety goals:

- Probation recidivism
- Parole recidivism
- Escapes
- Runaways

Youth learn and practice **accountability** by making restitution payments to their victims. OYA tracks accountability through one measure:

- Restitution paid

Rehabilitation is the underlying goal for all youth in OYA's care and custody. OYA uses standardized risk assessments and structured case planning processes to develop the most effective plans and intervention strategies. Five measures track the effectiveness of these efforts:

- Intake assessments
- Case planning
- Education services
- Transition planning
- School and work engagement

Youth at OYA are provided with **safe environments**. OYA tracks safety through three measures:

- Suicidal behavior
- Staff-to-youth injuries
- Youth-to-youth injuries

Customer service is measured by the satisfaction ratings in two areas:

- Youth satisfaction
- Family satisfaction

How We Are Funded:

The 2017-19 Legislatively Approved Budget for the Oregon Youth Authority is \$405.5 million total funds, of which \$307.4 million is General Fund. Approximately 90 percent of the agency's budget is spent locally in facilities and communities. Funds distributed by program category are:

Facility programs.....	41%
Community programs.....	33%
Capital projects	12%
Program support.....	9%
Debt service.....	3%
Agency-wide expenditures..	2%

How We Work With Our Partners:

OYA is one of many organizations that make up Oregon's juvenile justice and public safety systems. Members of these systems include county juvenile departments, courts and district attorneys, law enforcement agencies, tribes, local communities, residential providers, mental health and addiction programs, victim advocacy groups, social service agencies, communities of color, faith communities, the Oregon Department of Corrections (DOC), the Oregon Department of Human Services, the Oregon Department of Education, the Youth Development Council, and a range of non-profit and volunteer organizations. These partners coordinate their efforts through an exchange of information made possible by the Juvenile Justice Information System (JJIS).

JJIS is a statewide, electronic information system designed to support the shared use of a single database by Oregon's juvenile justice and public safety agencies. It is a result of collaboration between OYA and county juvenile departments. The JJIS Steering Committee meets monthly to prioritize development of software features, make policy decisions, and allocate project resources. Steering Committee members represent county juvenile departments, OYA, and DOC.

Who We Are:

OYA has 1,102 employees located throughout the state. Of these, 951 are represented and 151 are management service or unrepresented. SEIU represents 861 employees; AFSCME represents 90 employees. Overall, approximately 36 percent of the agency's employees are female, 20 percent are persons of color, and 0.1 percent are persons with disabilities. Among management staff, approximately 43 percent are female, 14 percent are persons of color, and 1.4 percent are persons with disabilities.

What We Value:

The core values that guide OYA are:

- Integrity
- Professionalism
- Accountability
- Respect