

230.00 – Planning and Research Unit

Refer:

- Planning and Research Unit - Data Request Form

Policy:

1. The Multnomah County Sheriff's Office (MCSO) uses data to make decisions based on available research and evidence within each Division – Corrections, Law Enforcement and Business Services.
2. The Planning and Research Unit is tasked with providing critical research and data analysis, which informs Sheriff's Office budgetary development, policy decisions, training, operational effectiveness and systems of accountability. Additionally, the Planning and Research Unit serves as a key liaison to Multnomah County's Local Public Safety Coordinating Council.
3. Planning and Research conducts proactive research and analysis based on observed organizational needs. Planning and Research also responds to requests from agency leadership for data, analysis, and other business intelligence.
4. MCSO members are strongly encouraged to seek out this professional support for all Agency operations, projects or services, especially those operations that impact the public safety continuum or community.

Procedure:

1. To request the professional services of the Planning and Research Unit, MCSO members may contact the Director of Planning and Research or any of the unit's Research and Evaluation Analyst, Srs. For new or complex requests, Planning and Research may request completion of a data request form. Said form is available for review at any time on the Intranet.
2. The Planning and Research Manager will work with the unit's Research and Evaluation Analyst, Srs to prioritize requests from MCSO members. Prioritization will depend on the scope of the request, availability and/or quality of data, existing workload, and existing agency priorities and directives, among other factors.
3. In the event that requested information requires sharing with partners external to MCSO or utilizing data that is otherwise of a sensitive nature, Planning and Research may consult with the Chief Deputy of Business Services, the Public Information Officer, and the Chief of Staff to determine whether or not the request can be fulfilled.

History:

- Originating Policy and Procedure: 3/14/18
- Next Review Date: 3/14/20
- Review By: Planning and Research Unit