



## BOARD OF COMMISSIONERS

# AGENDA REQUEST & STAFF REPORT

**MEETING DATE:** February 18, 2026

**SUBJECT:** Approval of Resolution No. 2026-005, increasing appropriations and FTE in association with the receipt of an Organized Retail Theft Grant

**RECOMMENDED MOTIONS:**

Move approval of Resolution No. 2026-005 increasing 0.70 Limited Duration FTE from February 1, 2026 to August 31, 2027, and increasing appropriations within the District Attorney's budget.

**BACKGROUND AND POLICY IMPLICATIONS:**

On January 6, 2026, the Criminal Justice Commission (CJC) approved an Organized Theft Grant Program award for the District Attorney (DA) Office's Central Oregon Organized Retail Theft Program. The board approved acceptance of this award on February 4, 2026 with a total grant award of \$460,220.

Resolution No. 2026-005 changes the following positions within the DA's office:

- Position Number 2579 - Management Analyst: adds 0.20 Limited Duration FTE
- New Position – Data Crime Analyst: 0.50 Limited Duration FTE

**BUDGET IMPACTS:**

The resolution authorizes the continued employment for two part-time limited duration positions that support the Organized Retail Theft program until August 31, 2027.

Budget appropriations for these positions were not included in the FY 2026 budget. Approximately one half of the grant funds are anticipated to be spent in FY 2026. This budget adjustment recognizes State Grant Resources of \$230,110 and increases Program Expenses by the same amount.

**ATTENDANCE:**

Kathleen Meehan Coop, Management Analyst  
Cam Sparks, Budget & Financial Planning Manager