

Program #15308B - Strategic Prosecution Unit Restoration

3/2/2021

Department: District Attorney **Program Contact:** Don Rees

Program Offer Type: Existing Operating Program Program Offer Stage: As Requested

Related Programs:

Program Characteristics: Out of Target

Executive Summary

A Senior Legal Assistant assigned to the Strategic Prosecution and Services Unit (SPU) provides advanced journey-level legal support to attorneys working in the unit.

Program Summary

Senior legal assistant provides direct support for attorneys including data entry, file preparation and tracking status of cases submitted by investigative agencies. This position also reviews law enforcement and other data bases which inform sentencing decisions by the court and recommendations by prosecutors. Assists crime survivors with restitution and provides general information to public and crime survivors regarding case status, including charging decisions, hearings and trials. Additionally, this position processes subpoenas, closes files and enters case information into the case management systems. All of these functions are performed by this position at less cost than when performed by licensed attorneys.

All interactions with crime survivors and witnesses are conducted with equity and fairness and a goal to promote public safety.

Performance Measures								
Measure Type	Primary Measure	FY20 Actual	FY21 Budgeted	FY21 Estimate	FY22 Offer			
Output	Number of cases at intake for prosecutor review	N/A	N/A	N/A	500			
Outcome	Number of subpoenas issued for grand jury hearings and trials and witnesses contacted	N/A	N/A	N/A	2,000			

Performance Measures Descriptions

Senior Legal Assistant enters cases into CRIMES data system for prosecutor review and issuing. Issues subpoenas for grand jury hearings and trials, coordinates with witnesses.

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Requested General Fund	Requested Other Funds
Program Expenses	2021	2021	2022	2022
Personnel	\$0	\$0	\$88,945	\$0
Materials & Supplies	\$0	\$0	\$3,158	\$0
Total GF/non-GF	\$0	\$0	\$92,103	\$0
Program Total:	\$0		\$92,103	
Program FTE	0.00	0.00	1.00	0.00

Program Revenues						
Total Revenue	\$0	\$0	\$0	\$0		

Explanation of Revenues

Significant Program Changes

Last Year this program was: