



Budget Change Request

Change request information

Title Add Chief Criminal Deputy Prosecuting Attorney
Number B-09-01 Department 09 - Prosecuting
Requester Heidi Pihoda
Published by Jennifer Smith Publish Date 2023-08-24
Change Type Policy Change

Board outcome *(to be entered by budget after Board action)*

Board Decision

Board Changes

Funds affected

Fund 0010 - General Fund
General Fund Affected? Yes More Than One Fund Affected? No

Policy request priority and connection to the strategic plan

Priority # 1 Strategic Plan Responsive Law,

Does this request include federal, state, or private grants?

Grant Funded? None

Grantor and timeframe N/A

Does this request affect current positions or propose new positions?

HR Payroll e-mailed? Yes Position Impact Adds Position(s)

Current position numbers affected None.

What do you need and why? Include any unexpected and external requirements.

Statement of Need

During the pandemic, the PAO sacrificed the then vacant Chief Criminal Deputy position to avoid other cuts in the operational capacity of the Criminal Division. The duties of the Chief Criminal Deputy were shifted to the Chief of Staff with some shifting to Team Leaders. In addition, the BOCC reduced the PAO budget by \$256,977 for the years of 2021, 2022, and 2023. As courts have re-opened and trial work has resumed, the workload on the Chief of Staff, the DPAs and other support staff in the Criminal Division has dramatically increased resulting in increasing burnout and turnover. In assessing the workload further, we determined that the Criminal Division needs the Chief Criminal Deputy restored to manage the day-to-day operations and support the work of the criminal DPAs and staff. This need is urgent and critical in our efforts to reduce the risk of burnout and continue to effectively prosecute current cases and backlogged cases.

How will this change the performance of your office or department?

Statement of Need

Restoring the Chief Criminal Deputy will provide dedicated management support to DPAs and support staff in the Criminal Division as a strategy to manage organizational stress and improve performance, including providing training and mentoring resources. Maintaining adequate staffing levels within the PAO must be a priority so as to not weaken our ability to respond to crime and maintain public safety.

Expenditure, FTE and revenue assumptions plus current budget level

Assumptions

Add Chief Criminal Deputy Prosecuting Attorney 1 FTE beginning January 2024.

Current Budget Level

The current budget for this position is zero. The Chief Criminal Deputy Prosecuting Attorney position is estimated to be \$203,964 for 2024 and \$210,269 for 2025. Salary savings as a result of hiring less experienced staff for the last three years provides ample savings to fund this position.

What happens if this isn't funded? Are there other options?

Impacts and Alternatives

There is no alternative strategy to restore the Chief Criminal Deputy Prosecuting Attorney position without reducing essential capacity in another area of the office. Since 2020, the duties of this position have been absorbed by the Chief of Staff and Team Leaders, reducing their capacity within their teams. A less experienced workforce requires substantially more training and mentoring resources which can be provided by the Chief Criminal DPA, reducing the strain on the experienced attorneys and team leaders.

How does this request affect other offices and departments?

Impact to Other Departments None

Which Other Departments are Affected? Law and justice partners.

Operating Transfer Needed? Yes

Operating Transfer Coding and Amount

Personnel Information

FTE	Number	Name	Start Date	End Date
1.00	@ Chief Criminal Dep Pros Atty	CHIEF CRIMINAL DEP PROS ATTY	2023-01-01	
1.00	< Total			

Operating Revenue Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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Capital Revenue Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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Operating Expenditure Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
0109A930	510000	SALARIES		151,308	155,847.00
0109A930	510000	SALARIES		-	-
0109A930	521000	SOCIAL SECURITY		10,731	10,797.00
0109A930	522000	RETIREMENT		14,208	14,634.00
0109A930	523000	MEDICAL/DENTAL/LIFE		26,016	27,276.00
0109A930	524000	WORKERS COMPENSATION-L&I		360	360.00
0109A930	525000	UNEMPLOYMENT COMPENSATION		454	468.00
0109A930	526000	PAID FAMILY MEDICAL LEAVE		203	203.00
0109A930	527000	LONG TERM DISABILITY		684	684.00
			Total:	203,964.00	210,269.00

Capital Expenditure Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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