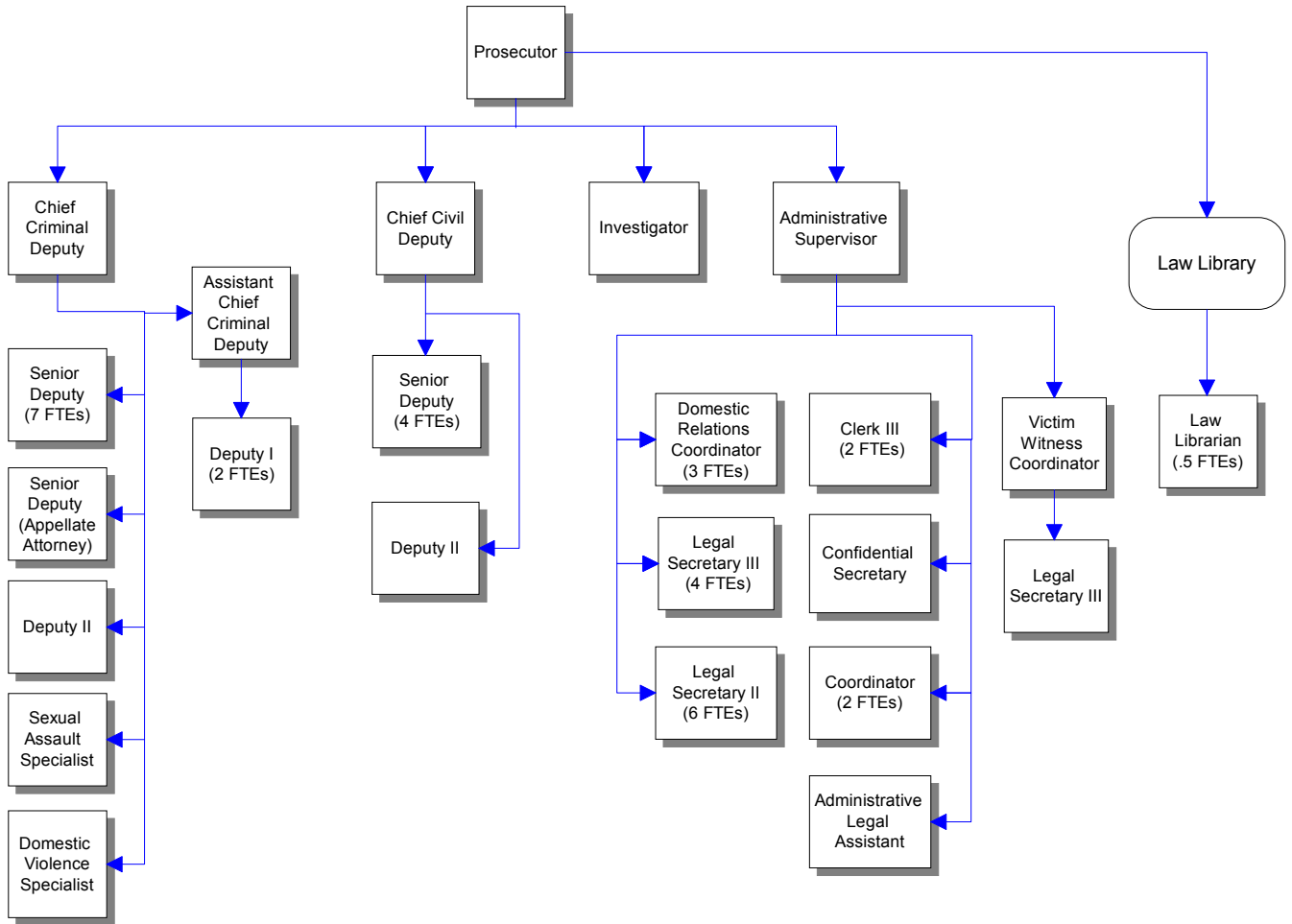


# Prosecuting Attorney



## Mission & Objectives

### Mission

Provide just, equitable and high quality legal representation, effectively and efficiently, when prosecuting criminal actions, when advising or defending county officials or employees on civil matters that pertain to or affect the interests of the county and when carrying out statutorily mandated duties on behalf of the State of Washington. See that justice is accomplished within the framework of the United States Constitution, the state constitution and the laws of this state. Provide services to victims and witnesses to ensure their fair treatment within the criminal justice system. Identify the fathers of children born outside of wedlock and ensure that they, instead of the public, pay for the support of their children. Assist in developing goals and objectives for the criminal justice system that assure delivery of services to the community that enhance public safety.

### Law Library

Provide a fundamental level of current legal materials unavailable elsewhere in the county, Meet the legal research needs of the courts, the bar association, county employees and the citizens of Whatcom County. To implement this mission, the library provides access to legal information sources in the most cost-effective manner through print or electronic means and through interlibrary loan.

### Objectives

- Acquire sufficient, long-term, stable funding to ensure that adequate staff are available to provide the just, equitable, high quality legal representation expected by the public and brings caseloads per attorney within national standards. Caseloads per attorney to attain: 800 in District Court; 400 in Juvenile Court and 150 in Superior Court.

- Implement use of the following performance measures as a means to define sufficient funding levels:

**Felony cases** - 10 working days from receipt of incident report to charging decision. The 2000 level currently stands at 34 days. In 2001 the goal is 15 days.

**Juvenile Division** - 7 days from receipt of incident report to charging decision. The 2000 level currently stands at 34. In 2001 the goal is 25 days.

**District Court Division** - 150 days from filing date to final disposition. A new performance level was established at 150 days commencing 1/2000. The 2000 level currently stands at 173. In 2001 the goal is 150 days.

- Identify and implement procedures that use technology to maximize efficiency and ensure production of consistent, high quality work product. To achieve this objective two strategies have been developed: a) Commit staff resources to research, design and implement innovative technological solutions that improve efficiency in case processing; and b) Ensure that staff is sufficiently trained on all software applications to facilitate maximum effectiveness.

## Objectives continued

- Develop and implement performance measures for all divisions in the office.

### **Drug Fund**

- Ensure continuation and possible expansion of cooperative agreements with DEA and Customs for equitable sharing of forfeited assets. Utilize fund resources to continue the aggressive prosecution of individuals who violate Title 69, Violations of Uniform Controlled Substances Act.

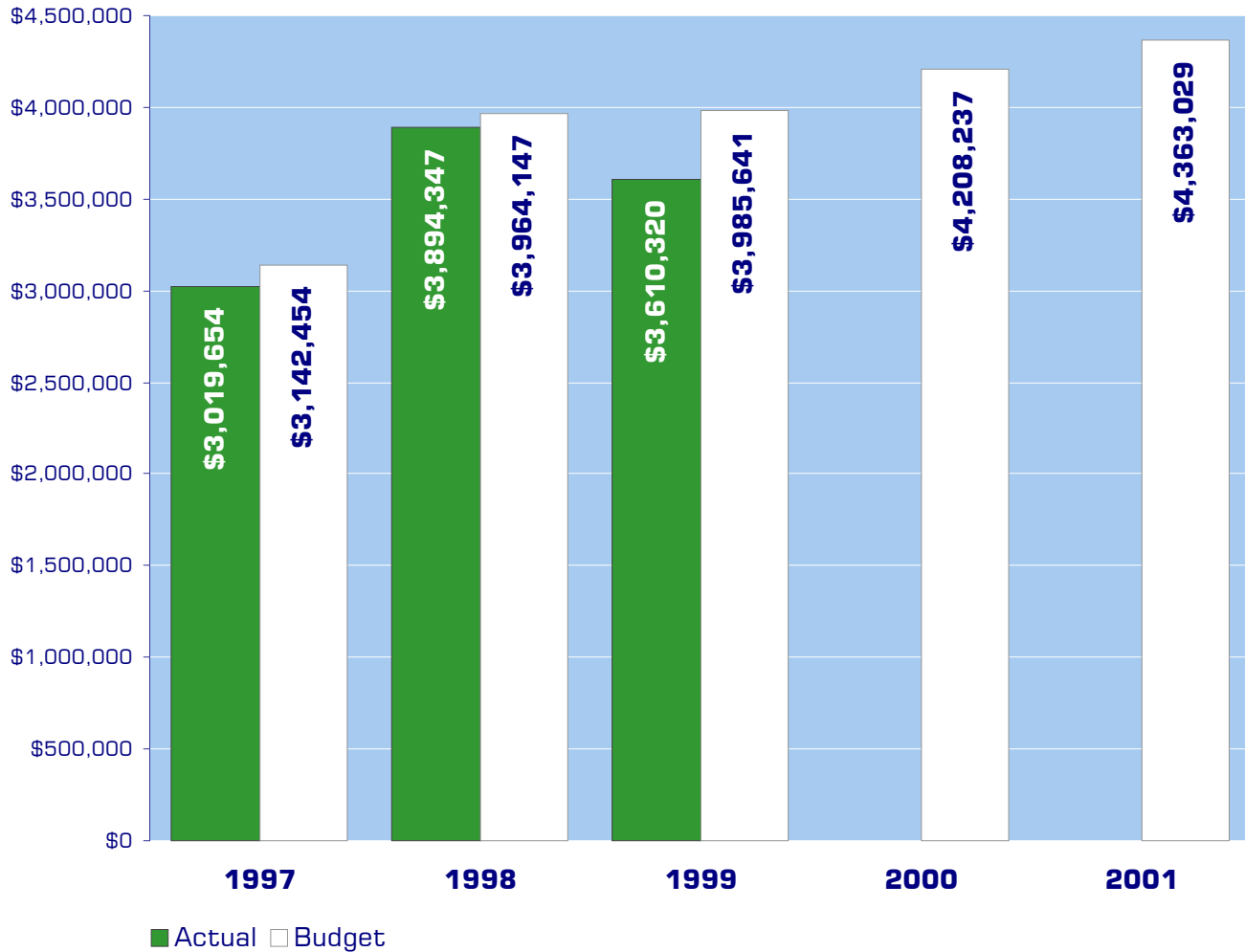
### **Victim / Witness**

- Commence analysis of services to define future expansion of unit and to determine if consolidation might be appropriate.

### **Law Library**

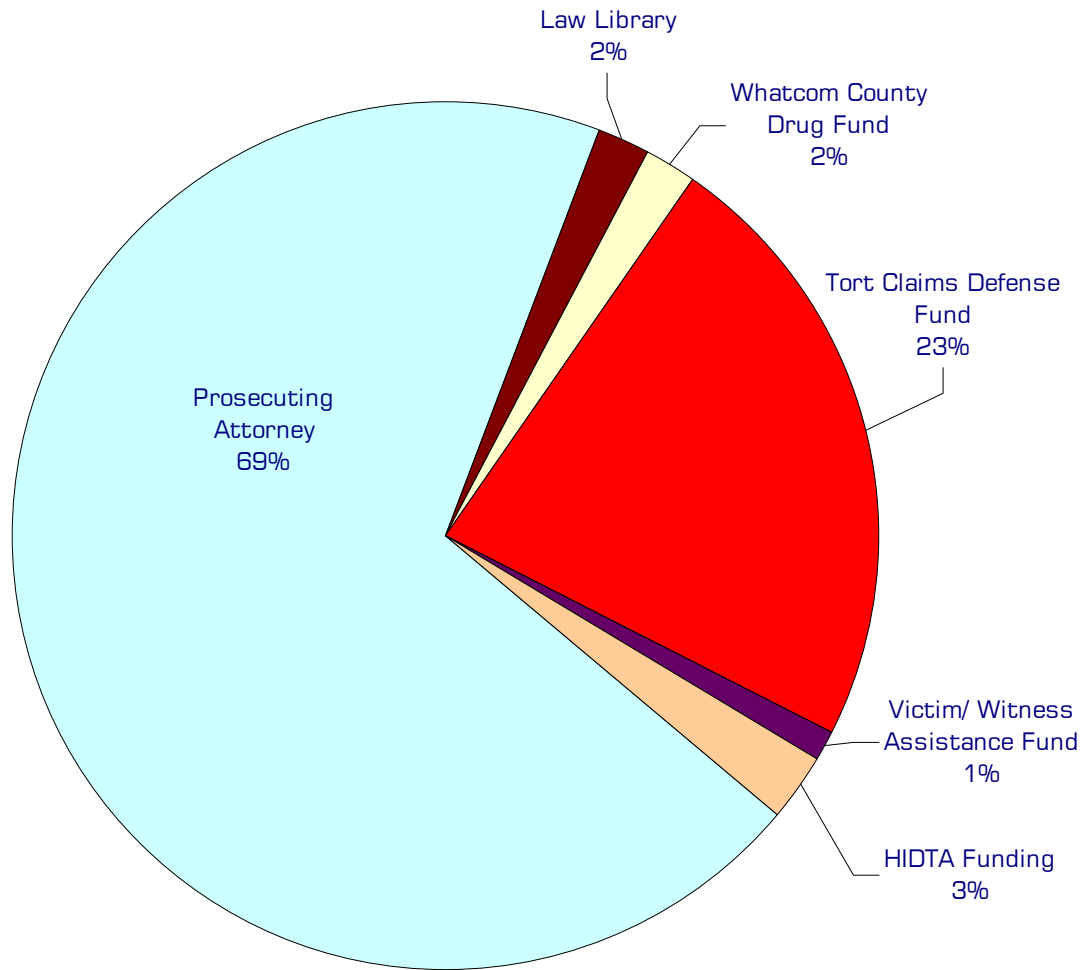
- Provide a fundamental level of current legal materials unavailable elsewhere in the county, to meet the legal research needs of the courts, the bar, county employees and citizens of Whatcom County.
- Provide access to legal information sources in the most cost-effective manner through; print or electronic formats maintained in or accessed through the library; interlibrary loan; and referral to document delivery sources.
- Participate in cooperative efforts with other public and academic libraries, community agencies, and other public institutions to improve public access to legal information.
- Evaluate and apply information technologies to maximize efficient and cost-effective access to legal research resources; and to facilitate management of the Law Library's information resources.
- Seek out additional funding sources to keep pace with rising costs of legal materials.

## Expenditure Trends



NOTE: Capital expenditures and interfund operating transfers are not shown to more accurately reflect ongoing operational costs.

# 2001 Budget by Program



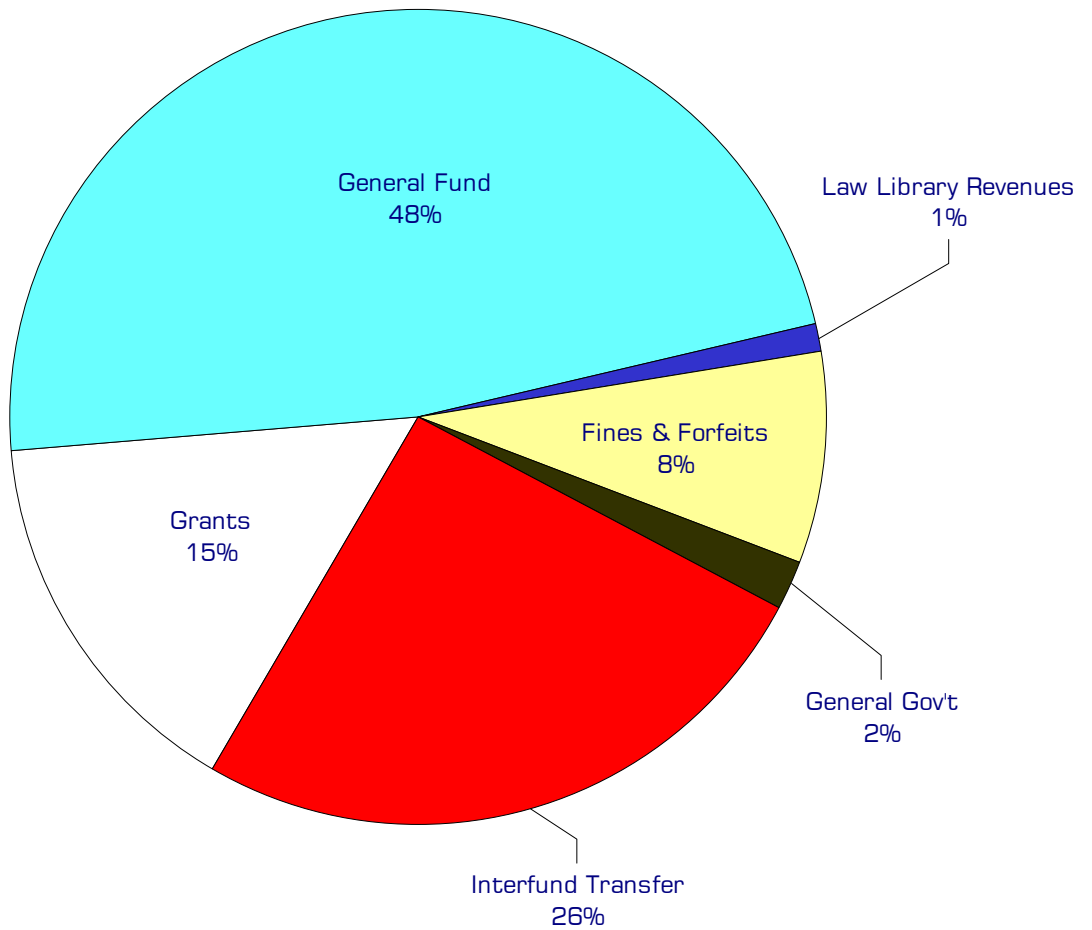
*NOTE: Capital expenditures and interfund operating and residual equity transfers are not shown to more accurately reflect ongoing operational costs.*

# Program Summary

	Actual 1997	Actual 1998	Actual 1999	Budget 2000	Budget 2001	\$ Change 2000 to 2001	% Change 2000 to 2001
<b>OPERATIONS</b>							
<b>General Fund</b>							
2600 Pros Atty/Support Enforcmt	2,289,923	2,639,004	2,750,558	2,980,477	3,042,045	61,568	2.07%
2630 Law Library	65,467	74,839	76,516	76,037	81,615	5,578	7.34%
2640 PA-HIDTA Funding	-	-	80,004	99,194	111,468	12,274	12.37%
<b>507 ADS - General Liability</b>	553,977	1,042,347	573,175	915,842	985,525	69,683	7.61%
<b>142 Victim/Witness Assist Fund</b>	46,589	38,844	41,259	47,187	50,376	3,189	6.76%
<b>165 Whatcom Co. Drug Fund</b>	63,698	99,313	88,808	89,500	92,000	2,500	2.79%
<i>Total Prosecuting Atty Operations</i>	<i>3,019,654</i>	<i>3,894,347</i>	<i>3,610,320</i>	<i>4,208,237</i>	<i>4,363,029</i>	<i>154,792</i>	<i>3.68%</i>
<b>CAPITAL</b>							
<b>General Fund</b>							
2600 Pros. Atty/Support Enforcmt	2,468	51,576	-	-	-	-	0.00%
2630 Law Library	9,641	1,688	-	-	-	-	0.00%
<b>142 Victim/Witness Assist Fund</b>	5,130	-	-	-	-	-	0.00%
<b>165 Whatcom Co. Drug Fund</b>	10,491	16,363	16,393	100,000	100,000	-	0.00%
<i>Total Prosecuting Attorney Capital</i>	<i>27,730</i>	<i>69,627</i>	<i>16,393</i>	<i>100,000</i>	<i>100,000</i>	<i>-</i>	<i>0.00%</i>
<b>TRANSFERS</b>							
<b>General Fund</b>							
2600 Pros. Atty/Support Enforcmt	-	5,000	-	-	1,500	1,500	0.00%
<b>507 ADS - General Liability</b>	105,764	112,022	114,019	116,604	118,840	2,236	1.92%
<b>142 Victim/Witness Assist Fund</b>	57,819	66,700	49,500	54,469	58,266	3,797	6.97%
<b>165 Whatcom Co. Drug Fund</b>	216,585	265,396	270,453	306,317	348,233	41,916	13.68%
<i>Total Prosecuting Attorney Transfers</i>	<i>380,168</i>	<i>449,118</i>	<i>433,972</i>	<i>477,390</i>	<i>526,839</i>	<i>49,449</i>	<i>10.36%</i>
<b>TOTAL PROSECUTING ATTORNEY</b>	<b>3,427,552</b>	<b>4,413,092</b>	<b>4,060,685</b>	<b>4,785,627</b>	<b>4,989,868</b>	<b>204,241</b>	<b>4.27%</b>

## 2001 Funding Sources

Grants	675,669
General Fund	2,112,777
Law Library Revenues	52,609
Fines & Forfeits	371,000
General Gov't	82,405
Interfund Transfer	1,136,829
*Fund Balance	-68,260
<hr/>	
Total Funding	4,363,029



\*Fund balance is not included in the above chart.

Funding Sources continued

**Grants**

The Prosecuting Attorney's Office receives various federal and state grants for specific operations. The federal government provides \$503,412 for Child Support Enforcement. The department receives \$12,000 as part of Washington State's Multi-Jurisdictional Narcotics Task Force Grant. Additionally, pursuant to RCW 36.17.020, Washington State pays for one half of the Prosecuting Attorney's salary.

**General Fund**

Undesignated General Fund resources.

**Law Library Revenues**

The Law Library receives a fee of \$6 on each District Court civil filing and \$12 for each Superior Court civil filing. The library also receives donations and facility rental revenue.

**Fines & Forfeits**

The Drug Fund receives revenue from fines and forfeits of drug related seized assets. The Victim/Witness Assistance Fund receives revenues transferred from the General Fund various felony penalties and from District Court.

**General Government**

Reimbursed legal fees for portion of Stop Grant monitored by the Crisis Center.

**Interfund Transfer**

Each county department contributes a set amount for tort claims. These contributions total \$1,053,095. Reserves for tort claims are maintained in the Administrative Services Fund. Also, the Public Works Department contributes \$83,734 for civil attorney.

**Fund Balance**

Current year operations will result in a projected increase to the Prosecuting Attorney's dedicated fund balances.

## Performance / Activity Measures

Actual 1997	Actual 1998	Actual 1999	Projected 2000	Projected 2001
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<b>Prosecuting Attorney</b>					
District Court Cases - days to disposition (goal is 180 or less)	135	150	174	173	150
Superior Court Cases- days to charging (goal is 10 or less)	N/A	22	23	34	15
Juvenile Cases- days to charging (goal is 7 or less)	N/A	61	50	34	25
<b>Law Library</b>					
Subscriptions	41	51	41	41	41
Interlibrary loan requests	60	56	55	60	55
Volumes	14,673	15,780	16,700	17,680	18,660
Usage of CD-ROM computer - times accessed	1,392	2,777	2,400	2,700	2,800
Attorney visits	1,700	1,269	1,510	1,600	1,500
Non-attorney visits	1,480	1,612	1,520	1,620	1,600
Requests for assistance and information	1,321	1,711	1,444	1,550	1,700
Library hours of staff present per week	30	20	20	20	20

# Expenditures Summary

	Actual 1997	Actual 1998	Actual 1999	Budget 2000	Budget 2001	\$ Change 2000 to 2001	% Change 2000 to 2001
<b>GENERAL FUND</b>							
2600 Prosecuting Attorney							
Salaries & Wages	1,660,682	1,798,059	1,919,910	2,024,851	2,093,983	69,132	3.41%
Benefits	429,508	464,824	475,961	469,861	511,058	41,197	8.77%
Supplies	51,058	59,854	65,846	53,550	54,850	1,300	2.43%
Other Services & Charges	148,675	316,267	288,841	432,215	382,154	(50,061)	-11.58%
Capital Outlay	2,468	51,576	-	-	-	-	0.00%
Residual Equity Transfers	-	5,000	-	-	1,500	1,500	0.00%
<b>Total Prosecuting Attorney</b>	<b>2,292,391</b>	<b>2,695,580</b>	<b>2,750,558</b>	<b>2,980,477</b>	<b>3,043,545</b>	<b>63,068</b>	<b>2.12%</b>
2640 PA-HIDTA Funding							
Salaries & Wages	-	-	63,639	78,885	88,476	9,591	12.16%
Benefits	-	-	16,365	20,309	22,992	2,683	13.21%
<b>Total HIDTA Funding</b>	<b>-</b>	<b>-</b>	<b>80,004</b>	<b>99,194</b>	<b>111,468</b>	<b>12,274</b>	<b>12.37%</b>
<b>LAW LIBRARY</b>							
2630 Law Library Operations							
Salaries & Wages	13,091	14,008	14,365	16,980	15,179	(1,801)	-10.61%
Benefits	5,817	4,233	4,316	4,579	7,197	2,618	57.17%
Supplies	30,888	34,960	36,595	32,787	35,287	2,500	7.62%
Other Services & Charges	15,671	21,638	21,240	21,691	23,952	2,261	10.42%
Capital Outlay	9,641	1,688	-	-	-	-	0.00%
<b>Total Law Library</b>	<b>75,108</b>	<b>76,527</b>	<b>76,516</b>	<b>76,037</b>	<b>81,615</b>	<b>5,578</b>	<b>7.34%</b>
<b>Total General Fund</b>	<b>2,367,499</b>	<b>2,772,107</b>	<b>2,907,078</b>	<b>3,155,708</b>	<b>3,236,628</b>	<b>80,920</b>	<b>2.56%</b>
<b>507 ADMIN SERVICES - GENERAL LIABILITY</b>							
Supplies	-	620	-	-	-	-	0.00%
Other Services & Charges	553,977	1,041,727	573,175	915,842	985,525	69,683	7.61%
Operating Transfers	105,764	112,022	114,019	116,604	118,840	2,236	1.92%
<b>Total Admin. Services - General Liabilit</b>	<b>659,741</b>	<b>1,154,369</b>	<b>687,194</b>	<b>1,032,446</b>	<b>1,104,365</b>	<b>71,919</b>	<b>6.97%</b>
<b>142 VICTIM/ WITNESS FUND</b>							
Victim/ Witness							
Salaries & Wages	25,785	27,631	30,494	32,619	34,716	2,097	6.43%
Benefits	8,219	8,546	8,853	8,984	9,881	897	9.98%
Other Services & Charges	12,585	2,667	1,912	5,584	5,779	195	3.49%
Capital Outlay	5,130	-	-	-	-	-	0.00%
Operating Transfers	57,819	66,700	49,500	54,469	58,266	3,797	6.97%
<b>Total Victim/Witness Fund</b>	<b>109,538</b>	<b>105,544</b>	<b>90,759</b>	<b>101,656</b>	<b>108,642</b>	<b>6,986</b>	<b>6.87%</b>
<b>165 DRUG FUND</b>							
Drug Fund							
Supplies	1,528	265	2,717	2,000	2,000	-	0.00%
Other Services & Charges	62,170	99,048	86,091	87,500	90,000	2,500	2.86%
Capital Outlay	10,491	16,363	16,393	100,000	100,000	-	0.00%
Operating Transfers	216,585	265,396	270,453	306,317	348,233	41,916	13.68%
<b>Total Drug Fund</b>	<b>290,774</b>	<b>381,072</b>	<b>375,654</b>	<b>495,817</b>	<b>540,233</b>	<b>44,416</b>	<b>8.96%</b>
<b>TOTAL PROSECUTING ATTY</b>	<b>3,427,552</b>	<b>4,413,092</b>	<b>4,060,685</b>	<b>4,785,627</b>	<b>4,989,868</b>	<b>204,241</b>	<b>4.27%</b>