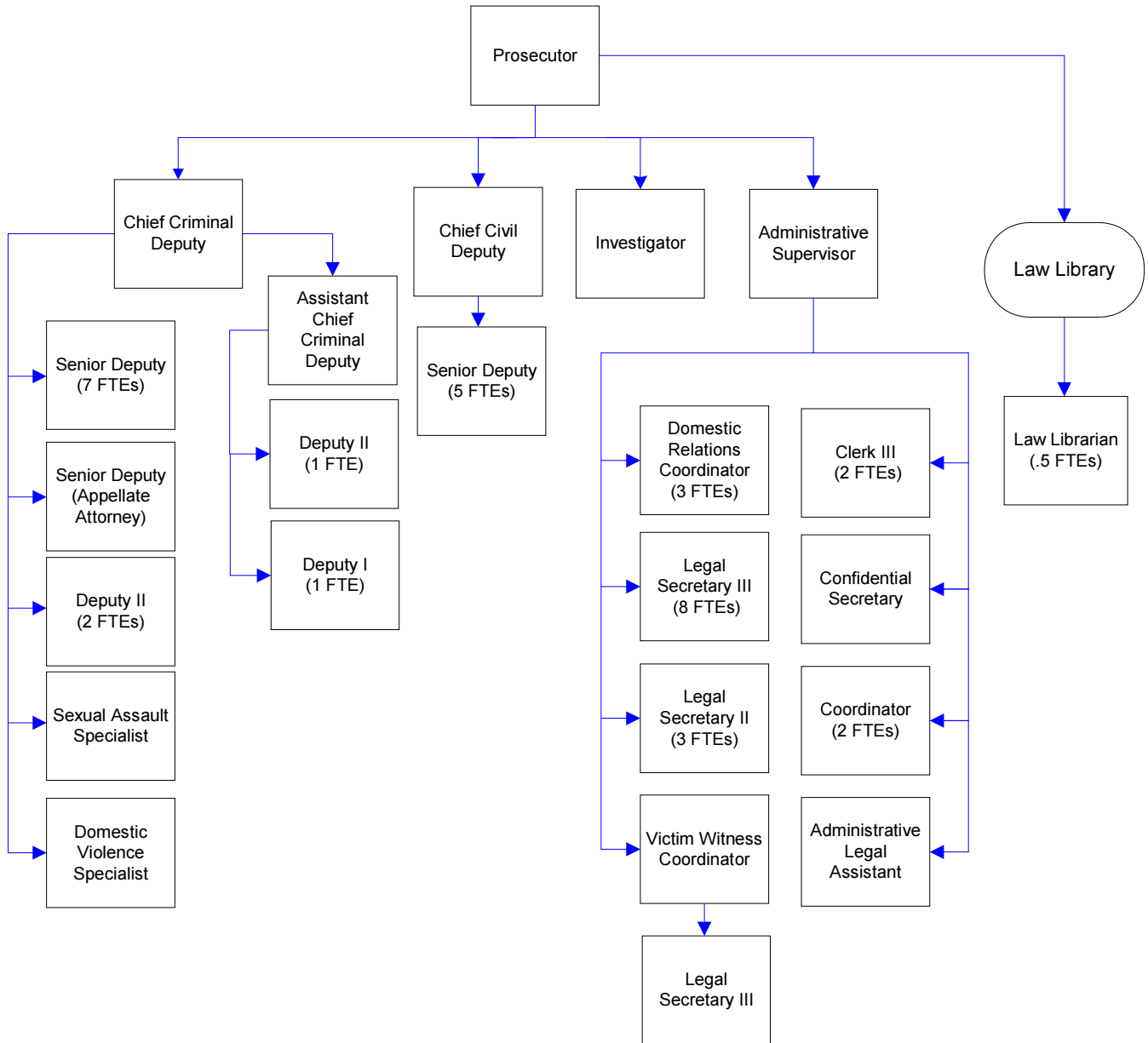


# Prosecuting Attorney



## 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 caseloads per attorney are 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 2001 level currently stands at 15 days. In 2002, the goal is 13 days.
  - \*\* Juvenile Division - 7 days from receipt of incident report to charging decision. The 2001 level currently stands at 56. In 2002, the goal is 25.
  - \*\* District Court Division - 150 days from filing date to final disposition. A new performance level was established at 150 days commencing January 2000. The 2001 level currently stands at 159. In 2002, the goal is 150.
- Identify and implement procedures that use technology to maximize efficiency and ensure production of consistent, high quality work. 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**

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

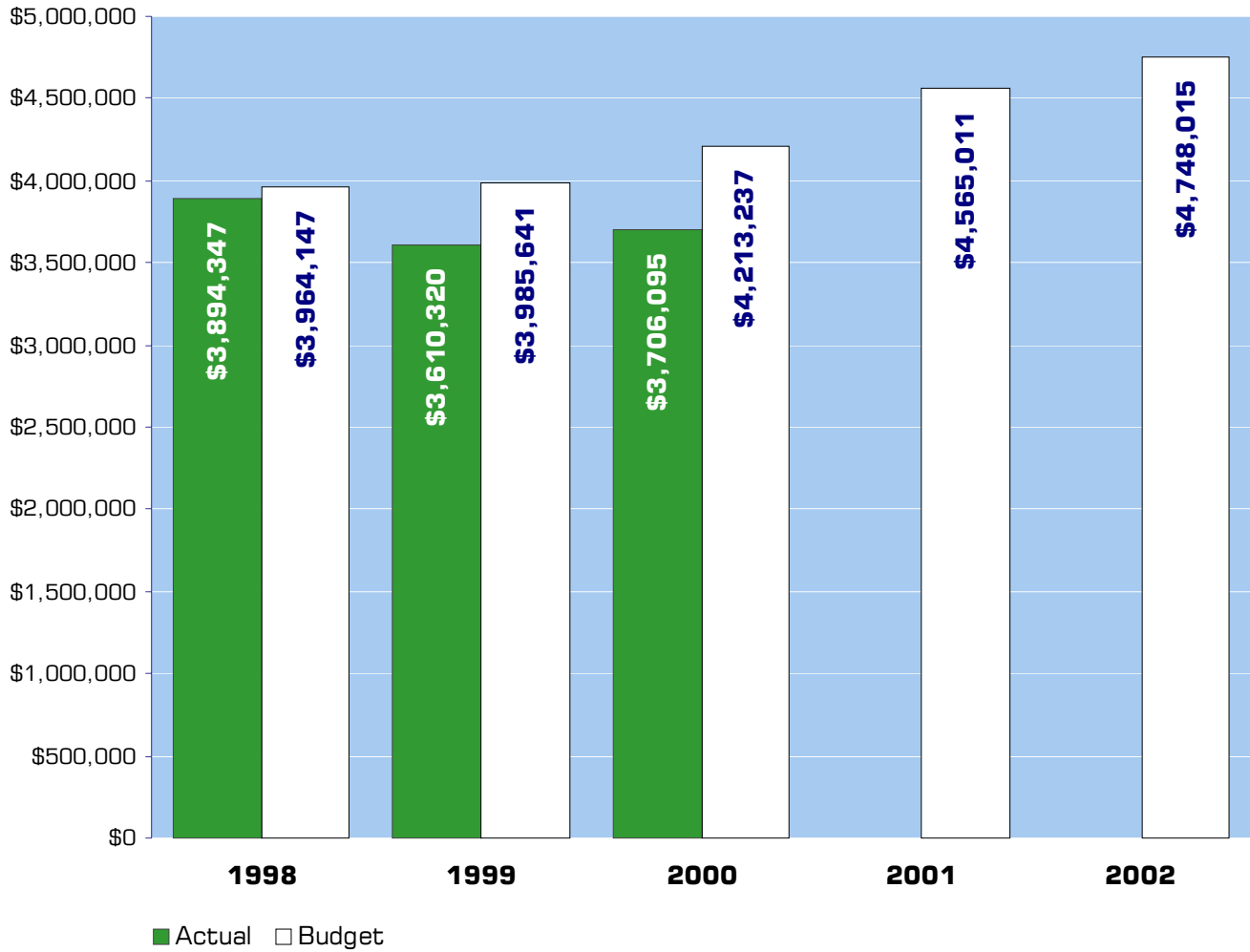
**Victim / Witness**

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

**Law Library**

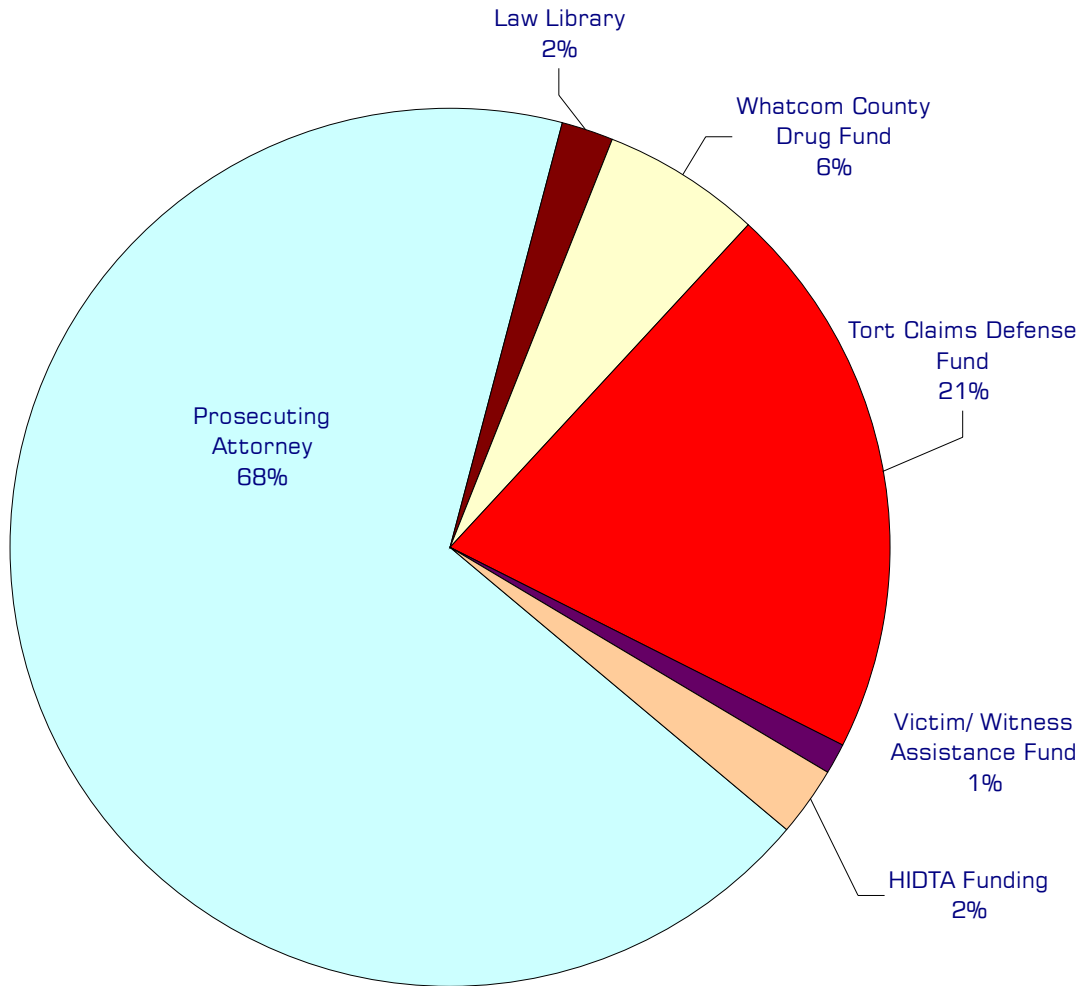
- Provide a fundamental level of current legal materials unavailable elsewhere in the county, to meet the legal research needs of the courts, the bar, county employees and citizens of Whatcom County.
- Provide access to legal information sources in the most cost effective manner through: print or electronic 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.

# 2002 Budget by Program



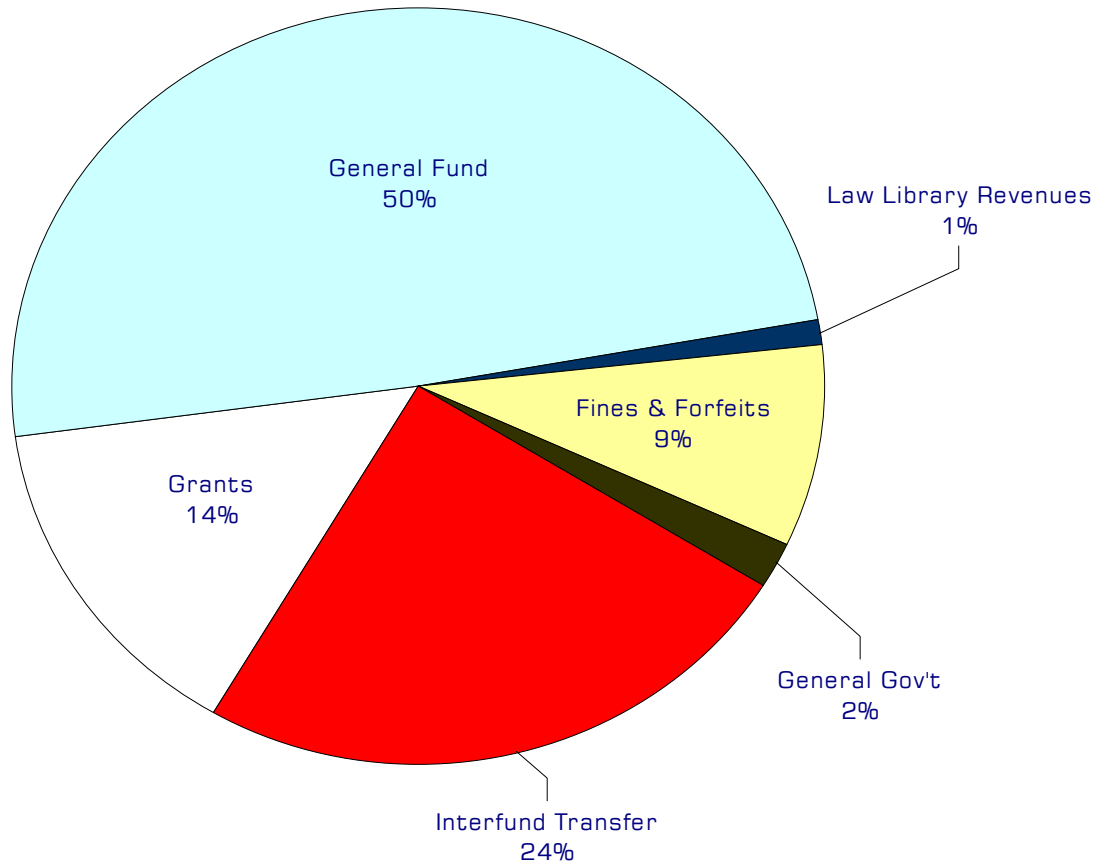
*NOTE: Capital expenditures and interfund operating and residual equity transfers are not shown to more accurately reflect ongoing operational costs.*

# Program Summary

	Actual 1998	Actual 1999	Actual 2000	Budget 2001	Budget 2002	\$ Change 2001 to 2002	% Change 2001 to 2002
<b>OPERATIONS</b>							
<b>General Fund</b>							
2600 Pros Atty/Support Enforcmt	2,639,004	2,750,558	2,903,932	3,244,027	3,233,514	(10,513)	-0.32%
2630 Law Library	74,839	76,516	75,870	81,615	85,187	3,572	4.38%
2640 PA-HIDTA Funding	-	80,004	100,943	111,468	115,571	4,103	3.68%
<b>507 ADS - General Liability</b>	1,042,347	573,175	512,546	985,525	985,242	(283)	-0.03%
<b>142 Victim/Witness Assist Fund</b>	38,844	41,259	47,075	50,376	51,501	1,125	2.23%
<b>165 Whatcom Co. Drug Fund</b>	99,313	88,808	65,729	92,000	277,000	185,000	201.09%
<i>Total Prosecuting Atty Operations</i>	3,894,347	3,610,320	3,706,095	4,565,011	4,748,015	183,004	4.01%
<b>CAPITAL</b>							
<b>General Fund</b>							
2600 Pros. Atty/Support Enforcmt	51,576	-	-	-	-	-	0.00%
2630 Law Library	1,688	-	-	-	-	-	0.00%
<b>165 Whatcom Co. Drug Fund</b>	16,363	16,393	44,924	100,000	100,000	-	0.00%
<i>Total Prosecuting Attorney Capital</i>	69,627	16,393	44,924	100,000	100,000	-	0.00%
<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>	112,022	114,019	116,604	118,840	118,840	-	0.00%
<b>142 Victim/Witness Assist Fund</b>	66,700	49,500	54,469	58,266	59,623	1,357	2.33%
<b>165 Whatcom Co. Drug Fund</b>	265,396	270,453	306,317	348,233	384,931	36,698	10.54%
<i>Total Pros Attorney Transfers</i>	449,118	433,972	477,390	526,839	564,894	38,055	7.22%
<b>TOTAL PROSECUTING ATTORNEY</b>	4,413,092	4,060,685	4,228,409	5,191,850	5,412,909	221,059	4.26%

## 2002 Funding Sources

Grants	673,588
General Fund	2,312,221
Law Library Revenues	52,609
Fines & Forfeits	399,100
General Gov't	94,690
Interfund Transfer	1,135,877
*Fund Balance	79,930
<hr/>	
Total Funding	4,748,015



\*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 \$499,520 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**

Undedicated 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 \$82,782 for a civil attorney.

**Fund Balance**

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

## Performance / Activity Measures

	Actual 1998	Actual 1999	Actual 2000	Projected 2001	Projected 2002
<b>Prosecuting Attorney</b>					
Superior Court Cases - days to charging (goal is 10 or less)	22	23	29	15	13
District Court Cases - days to disposition (goal is 180 or less)	150	174	192	159	150
Juvenile Cases - days to charging (goal is 7 or less)	70	50	36	47	25
<b>Law Library</b>					
Subscriptions	51	41	41	41	41
Volumes	15,780	16,700	17,680	18,660	19,650
Non-attorney visits	1,612	1,520	1,620	1,600	1,650
Library hours of staff present per week	20	20	20	20	20
Attorney visits	1,269	1,510	1,600	1,500	1,550
Interlibrary loan requests	56	55	60	60	60
Usage of CD-ROM computer - times accessed	2,777	2,400	2,700	2,750	2,750
Requests for assistance and information	1,711	1,444	1,550	1,600	1,600
<b>Tort Claims</b>					
General Liability - Claims against Whatcom County	64	58	45	44	

# Expenditures Summary

	Actual 1998	Actual 1999	Actual 2000	Budget 2001	Budget 2002	\$ Change 2001 to 2002	% Change 2001 to 2002
<b>GENERAL FUND</b>							
2600 Prosecuting Attorney							
Salaries & Wages	1,798,059	1,919,910	1,982,234	2,170,223	2,252,478	82,255	3.79%
Benefits	464,824	475,961	448,856	534,560	538,029	3,469	0.65%
Supplies	59,854	65,846	55,481	55,525	54,850	(675)	-1.22%
Other Services & Charges	316,267	288,841	417,361	483,719	388,157	(95,562)	-19.76%
Capital Outlay	51,576	-	-	-	-	-	0.00%
Residual Equity Transfers	5,000	-	-	1,500	1,500	-	0.00%
<i>Total Prosecuting Attorney</i>	<i>2,695,580</i>	<i>2,750,558</i>	<i>2,903,932</i>	<i>3,245,527</i>	<i>3,235,014</i>	<i>(10,513)</i>	<i>-0.32%</i>
2640 PA-HIDTA Funding							
Salaries & Wages	-	63,639	81,102	88,476	92,478	4,002	4.52%
Benefits	-	16,365	19,841	22,992	23,093	101	0.44%
<i>Total HIDTA Funding</i>	<i>-</i>	<i>80,004</i>	<i>100,943</i>	<i>111,468</i>	<i>115,571</i>	<i>4,103</i>	<i>3.68%</i>
<b>LAW LIBRARY</b>							
2630 Law Library Operations							
Salaries & Wages	14,008	14,365	14,093	15,179	15,771	592	3.90%
Benefits	4,233	4,316	6,047	7,197	7,441	244	3.39%
Supplies	34,960	36,595	34,387	35,287	35,287	-	0.00%
Other Services & Charges	21,638	21,240	21,343	23,952	26,688	2,736	11.42%
Capital Outlay	1,688	-	-	-	-	-	0.00%
<i>Total Law Library</i>	<i>76,527</i>	<i>76,516</i>	<i>75,870</i>	<i>81,615</i>	<i>85,187</i>	<i>3,572</i>	<i>4.38%</i>
<i>Total General Fund</i>	<i>2,772,107</i>	<i>2,907,078</i>	<i>3,080,745</i>	<i>3,438,610</i>	<i>3,435,772</i>	<i>(2,838)</i>	<i>-0.08%</i>
<b>507 ADMIN SERVICES - GENERAL LIABILITY</b>							
Supplies	620	-	-	-	-	-	0.00%
Other Services & Charges	1,041,727	573,175	512,546	985,525	985,242	(283)	-0.03%
Operating Transfers	112,022	114,019	116,604	118,840	118,840	-	0.00%
<i>Total Adm Svcs - Gen'l Liability</i>	<i>1,154,369</i>	<i>687,194</i>	<i>629,150</i>	<i>1,104,365</i>	<i>1,104,082</i>	<i>(283)</i>	<i>-0.03%</i>
<b>142 VICTIM/ WITNESS FUND</b>							
Victim/ Witness							
Salaries & Wages	27,631	30,494	32,620	34,716	36,084	1,368	3.94%
Benefits	8,546	8,853	8,871	9,881	9,638	(243)	-2.46%
Other Services & Charges	2,667	1,912	5,584	5,779	5,779	-	0.00%
Operating Transfers	66,700	49,500	54,469	58,266	59,623	1,357	2.33%
<i>Total Victim/Witness Fund</i>	<i>105,544</i>	<i>90,759</i>	<i>101,544</i>	<i>108,642</i>	<i>111,124</i>	<i>2,482</i>	<i>2.28%</i>
<b>165 DRUG FUND</b>							
Drug Fund							
Supplies	265	2,717	407	2,000	12,000	10,000	500.00%
Other Services & Charges	99,048	86,091	65,322	90,000	265,000	175,000	194.44%
Capital Outlay	16,363	16,393	44,924	100,000	100,000	-	0.00%
Operating Transfers	265,396	270,453	306,317	348,233	384,931	36,698	10.54%
<i>Total Drug Fund</i>	<i>381,072</i>	<i>375,654</i>	<i>416,970</i>	<i>540,233</i>	<i>761,931</i>	<i>221,698</i>	<i>41.04%</i>
<b>TOTAL PROSECUTING ATTY</b>	<b>4,413,092</b>	<b>4,060,685</b>	<b>4,228,409</b>	<b>5,191,850</b>	<b>5,412,909</b>	<b>221,059</b>	<b>4.26%</b>