

AGENCY 82 - Office of the Commonwealth's Attorney

FY 2010 LINES OF BUSINESS (LOBs) REDUCTION OPTIONS

OVERALL AGENCY LOB REDUCTION TARGET = \$444,524

LOB INFORMATION

Reduction Priority	LOB #	LOB Title	LOB Reduction Description	LOB Position Reduction	LOB SYE Reduction	TOTAL Reduction (EXPENSES)	TOTAL Reduction (REVENUE)	NET Reduction	IMPACT
1	82-01	Prosecution of Criminal Cases	Hold Admin. Asst. II position vacant	0	0.0	\$40,816	\$0	\$40,816	Administrative duties, such as criminal record requests and obtaining prior convictions, which would be performed by this position will continue to be absorbed by other administrative support
2	82-01	Prosecution of Criminal Cases	Hold 2 Assistant Commonwealth's Attorney II position vacant	0	0.0	\$164,360	\$0	\$164,360	Waiting to fill these two recently reclassified positions will conflict with our strategic plan for the future. Our plan is to have specialized attorney positions that focuses on Domestic Violence and Sexual Abuse of Children. These types of criminal cases are sensitive matters and require a high level of out of court preparation with victims and their families. A specialized prosecutor in these two areas will lead to greater communication between the Police Departments and the Commonwealth Attorney's Office in preparation for the prosecution for these matters.
3	82-01	Prosecution of Criminal Cases	Network Analyst I	0	0.0	\$64,819	\$0	\$64,819	We are currently reliant upon limited County DIT assistance for day to day operations. We have been working on upgrading our database to a Commonwealth Attorney case management program which is Lotus Notes based and not supported by the county. Without this position we will be unable to obtain this much needed system and risk losing current case information due to our current outdated system.
4	82-01	Prosecution of Criminal Cases	Recently vacated Assistant Commonwealth's Attorney position	0	0.0	\$82,180	\$0	\$82,180	A reduction in the number of prosecutors will burden remaining assistants with heavier felony caseload. The smaller attorney staff will potentially cover the same number of General District Court and Juvenile & Domestic Relations Courtrooms. This in turn will limit the amount of time available to prepare for felony jury trials during working hours and increase the amount of time spent preparing for court outside of normal working hours. This will lead to higher turnover for experienced employees. We want to continue attracting talented lawyers who become career prosecutors and not lose them due to an excessive workload.
5	82-01	Prosecution of Criminal Cases	Admin. Asst. III - currently filled position	1	1.0	\$33,602	\$0	\$33,602	This position is one of only 6 support staff members in the agency. This is a small number compared to staffing levels in jurisdictions with similar caseloads. Administrative staff assists the attorneys by accepting service on behalf of the attorneys and fielding questions from the public. Duties performed by this position would need to be redistributed among remaining administrative staff.
6	82-01	Prosecution of Criminal Cases	Assistant Commonwealth's Attorney II - currently filled position	1	1.0	\$61,635	\$0	\$61,635	A reduction in the number of prosecutors will burden remaining assistants with heavier felony caseload. The smaller attorney staff will potentially cover the same number of General District Court and Juvenile & Domestic Relations Courtrooms. This in turn will limit the amount of time available to prepare for felony jury trials during working hours and increase the amount of time spent preparing for court outside of normal working hours. This will lead to higher turnover for experienced employees. We want to continue attracting talented lawyers who become career prosecutors and not lose them due to an excessive workload.
TOTAL REDUCTION ACHIEVED = 15 PERCENT					2	2.0	\$447,412	\$0	\$447,412