

**Department:** District Attorney

**Program Contact:** Jodi Erickson

**Program Offer Type:** Support

**Program Offer Stage:** As Requested

**Related Programs:**
**Program Characteristics:** In Target

**Executive Summary**

The discovery component of this program supports the entire office by processing discovery requests from defense counsel and defendants. The records component supports the entire office by maintaining physical files and records on open and recently closed felony and misdemeanor cases, and docketing court appearances.

**Program Summary**

The Discovery/Records program fulfills the offices statutory responsibility to provide case specific discovery documents such as police reports to the public and private defense attorney's. The program also provides file storage and retrieval for the entire District Attorney's Office, maintaining approximately 34,000 closed and open case files at any given time.

This program produces general fund revenue of \$275,000 to \$340,000 each year.

**Performance Measures**

| Measure Type | Primary Measure                           | FY14 Actual | FY15 Purchased | FY15 Estimate | FY16 Offer |
|--------------|---|-------------|----------------|---------------|------------|
| Output       | Total number of discovery packets created | 19050       | 20000          | 19000         | 19000      |
| Outcome      | Total discovery revenue                   | \$382,798   | \$375,000      | \$375,000     | \$375,000  |

**Performance Measures Descriptions**

Output - Total number of discovery packets created.

Outcomes - Total revenue from the sale of discovery.

## Legal / Contractual Obligation

ORS 8.850 - Offices, supplies, and stenographic assistance for district attorneys and deputies. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies, and stenographic assistance as is necessary to perform efficiently the duties of such office. [1953 c.652 §3]

ORS 8.700 - Register to be kept. The district attorney must keep a register of official business, in which the district attorney shall make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein.

## Revenue/Expense Detail

|                        | Proposed General Fund | Proposed Other Funds | Proposed General Fund | Proposed Other Funds |
|------------------------|-----------------------|----------------------|-----------------------|----------------------|
| Program Expenses       | 2015                  | 2015                 | 2016                  | 2016                 |
| Personnel              | \$518,185             | \$0                  | \$454,366             | \$0                  |
| Contractual Services   | \$10,000              | \$0                  | \$8,000               | \$0                  |
| Materials & Supplies   | \$21,500              | \$0                  | \$16,500              | \$0                  |
| Internal Services      | \$91,375              | \$0                  | \$111,682             | \$0                  |
| <b>Total GF/non-GF</b> | <b>\$641,060</b>      | <b>\$0</b>           | <b>\$590,548</b>      | <b>\$0</b>           |
| <b>Program Total:</b>  | <b>\$641,060</b>      |                      | <b>\$590,548</b>      |                      |
| <b>Program FTE</b>     | 8.00                  | 0.00                 | 7.00                  | 0.00                 |

| Program Revenues     |                  |            |                  |            |
|----------------------|------------------|------------|------------------|------------|
| Service Charges      | \$350,000        | \$0        | \$350,000        | \$0        |
| <b>Total Revenue</b> | <b>\$350,000</b> | <b>\$0</b> | <b>\$350,000</b> | <b>\$0</b> |

## Explanation of Revenues

\$350,000 in discovery revenue to the County General Fund.

## Significant Program Changes

Last Year this program was: FY 2015: 15004 Records/Discovery