

Mission

The mission of the Office of the Franklin County Prosecuting Attorney is to provide effective and efficient legal representation and advice; aggressive prosecution of offenders; and protection to government clients and victims of crime so that they can receive adequate legal advice, justice and representation.

Strategic Focus

Primary Initiative: Legal Matters - Adjudicate, prosecute and represent all matters presented to the Office within the legal parameters required by law while providing mandated services and justice to all clients and victims of crime.

Primary Issue: Policy Changes - Changes in policy made by outside agencies may cause a temporary or permanent spike in workload. Submission of information in electronic or digital formats which the system cannot accept slow down the work processes in the Prosecutors Office. - As our office continues to deploy the new case management system, we are experiencing workflow changes and have been in contact with the vendor to make necessary adjustments. We are also actively working with our vendor toward bringing the last arresting agency onboard to allow that agency to send information electronically. This will further impact our workflow and employee duties.

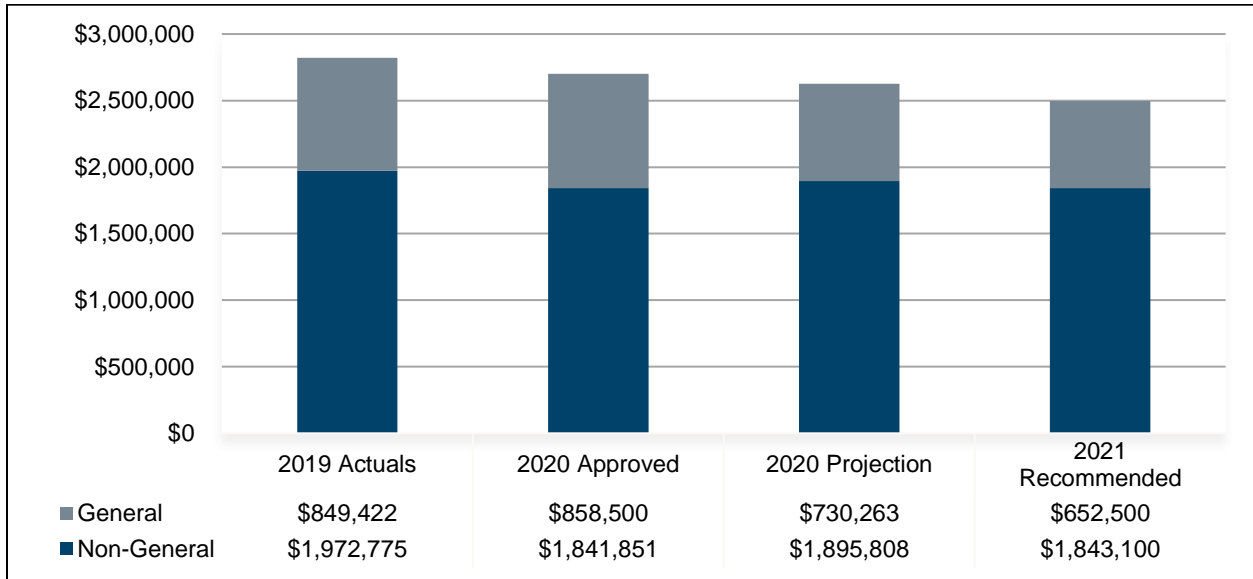
Performance Spotlight

Measure: Number of screened cases referred to Franklin County Municipal Drug Court Program

Program: Prosecution, Adjudication and Litigation

About this measure		Why it is important	
This measure tracks the number of cases received in our office from arresting agencies for prosecution of adults charged with low level felony drug possession offenses which after further review have been returned to the Franklin County Municipal Court Drug Court Program, thereby avoiding prosecution.		These offenders may be addicted to drugs and need treatment. Often there are no other felony charges related to the offender's arrest and it may be beneficial to remove that person from the felony criminal justice system. Although our main focus is on drug addiction, some of these offenders do have other misconduct or risky behavior such as prostitution or mental health problems that are exacerbated by their drug addiction. Breaking the cycle of crime, prosecution, and imprisonment will give these offenders a change to turn their lives around.	
What is being done			
Prosecutors and support staff assigned to work with the Drug Court Program attend daily arraignment hearings at the Franklin County Municipal. Research is conducted for low level felony drug possession cases to determine eligibility for the Drug Court Program. Our office attempts to get these offenders into appropriate treatment and to progress into other levels of treatment for other problems. Prosecutors evaluate cases for treatment. Cases that qualify for the Drug Court Program are presented to that Court during a hearing in which the offender enters a guilty plea to a misdemeanor crime and enters the program. Prosecutors attend "staffing" meetings for the various treatment courts and provide input as the Court determines the best treatment plea. The offender must comply with all the conditions of that program. By successfully meeting all the requirements of the Drug Court Program, the offender is removed from prosecution through the felony justice system...			
2019 Actual	2020 Budget	2020 Projected	2021 Budget
N/A	N/A	425	450

Budget Summary – Revenues



Primary Revenue Sources by Fund Type

Fund Type	Fund Name (Number)	Primary Revenue Sources
General	• General Fund (1000)	<ul style="list-style-type: none"> • Payments from the Workers' Compensation Fund • CSEA Payments • Violence Against Women's Act Grant • Victims of Crime Act Grant
Special	<ul style="list-style-type: none"> • Rotary Fund (2044) • Delinquent Tax & Assessment Collection Fund (2047) 	<ul style="list-style-type: none"> • Reimbursements from SWACO • General Fund Transfer • Tax Assessment Collections • Title Search Fees
Debt	None	N/A
Capital	None	N/A
Enterprise /Internal	None	N/A

Comparison: 2020 Approved to 2020 Projection

	2020 Approved	2020 Projection	Variance	
			\$	%
General Fund	\$858,500	\$730,263	(\$128,237)	-14.9%
Non-General Fund	\$1,841,851	\$1,895,808	\$53,957	2.9%
Total	\$2,700,351	\$2,626,071	(\$74,280)	-2.8%

The \$74,280 decrease from the 2020 Approved Budget to the 2020 Projection is primarily attributed to:

- Reduced reimbursements within the General Fund from Franklin County CSEA due to removal of the services of one attorney from the contract, and reduced personnel costs reimbursed through the Violence Against Women Act grant.

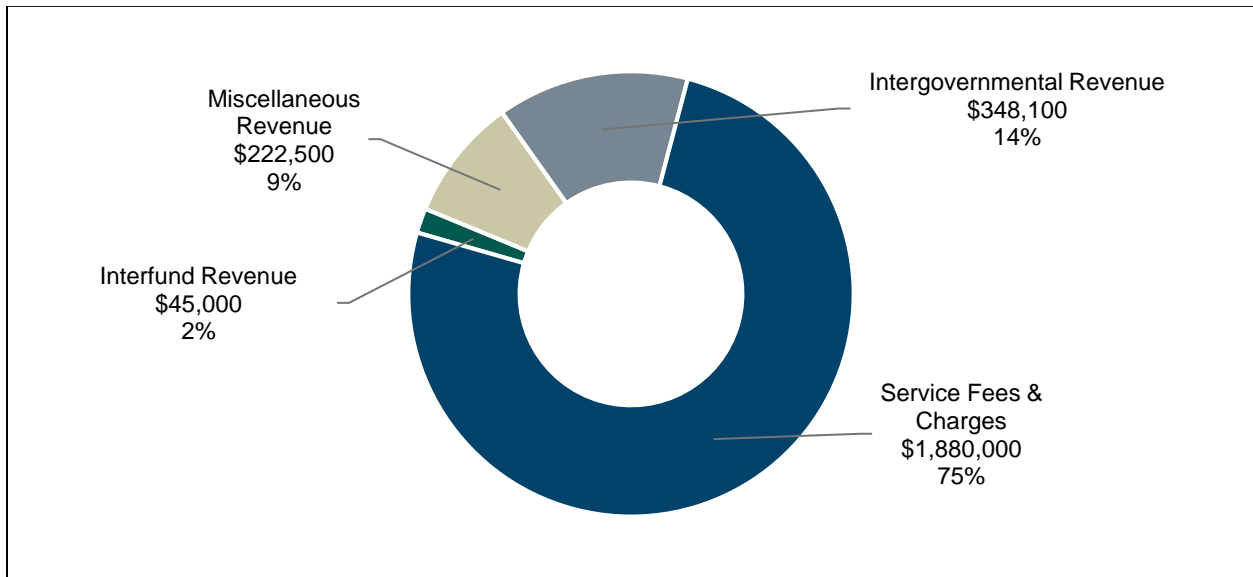
Comparison: 2020 Approved to 2021 Recommended

	2020 Approved	2021 Recommended	Variance	
			\$	%
General Fund	\$858,500	\$652,500	(\$206,000)	-24.0%
Non-General Fund	\$1,841,851	\$1,843,100	\$1,249	0.1%
Total	\$2,700,351	\$2,495,600	(\$204,751)	-7.6%

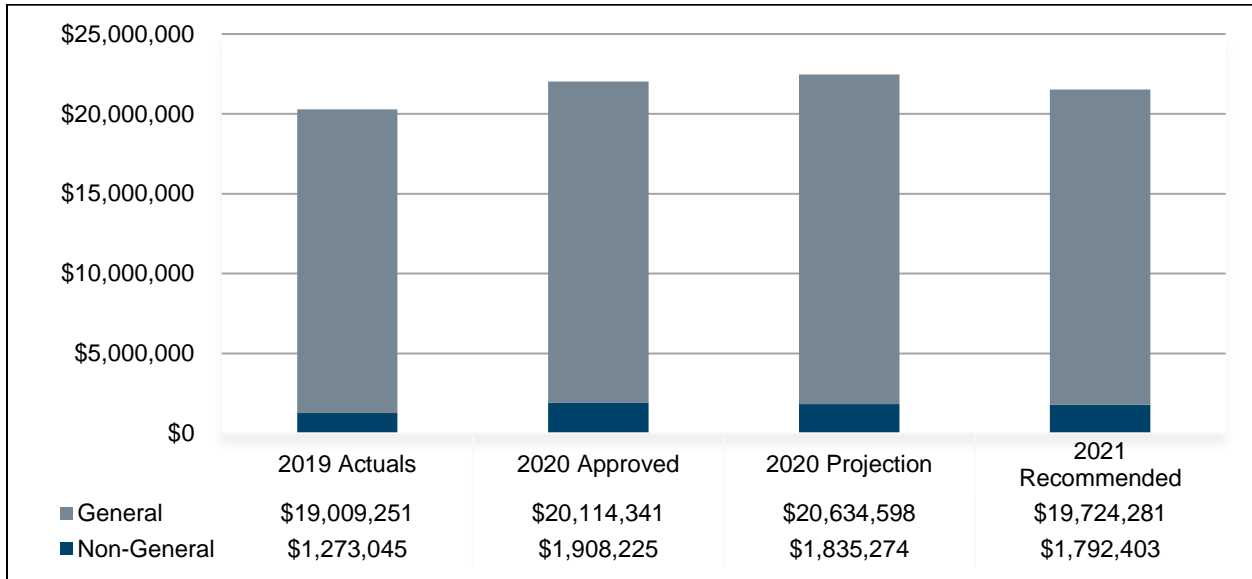
The \$204,751 decrease from the 2020 Approved Budget to the 2021 Recommended Budget is primarily attributed to:

- Reduced reimbursements within the General Fund from Franklin County CSEA due to removal of the services of one attorney from the contract, and reduced personnel costs reimbursed through the Victims of Crime Act grant.

**2021 Recommended Budget
Revenues by Category**



Budget Summary – Expenditures



Significant items in the 2021 Recommended Budget

Object Code	Budgeted Amount	% of Budget
PERSONAL SERVICES & FRINGE	\$20,231,059	94.0%
LEGAL ADVERTISING	\$301,000	1.4%
PROFESSIONAL SERVICES-OTHER	\$200,000	0.9%
IT SOFTWARE SUBSCRIPTION AND MAINTENANCE	\$138,719	0.6%
PUBLICATIONS & SUBSCRIPTIONS	\$100,000	0.5%
STORAGE FACILITIES RENT/LEASE	\$96,000	0.4%
IT COMPUTER STATIONS LESS THAN \$5,000	\$92,272	0.4%
OTHER SERVICES & CHARGES	\$76,338	0.4%
IT MICROSOFT LICENSES	\$71,865	0.3%
OFFICE MATERIALS & SUPPLIES	\$55,000	0.3%
OTHER	\$154,431	0.7%
TOTAL	\$21,516,684	100.0%

Comparison: 2020 Approved to 2020 Projection

	2020 Approved	2020 Projection	Variance	
			\$	%
General Fund	\$20,114,341	\$20,634,598	\$520,257	2.6%
Non-General Fund	\$1,908,225	\$1,835,274	(\$72,951)	-3.8%
Total	\$22,022,566	\$22,469,872	\$447,306	2.0%

The \$447,306 increase from the 2020 Approved Budget to the 2020 Projection is primarily attributed to:

- The non-bargaining increase approved by Resolution No. 0023-20, as well as sick and terminal leave payouts in the General Fund, partially offset by a decrease in title searches in the Non-General Fund.

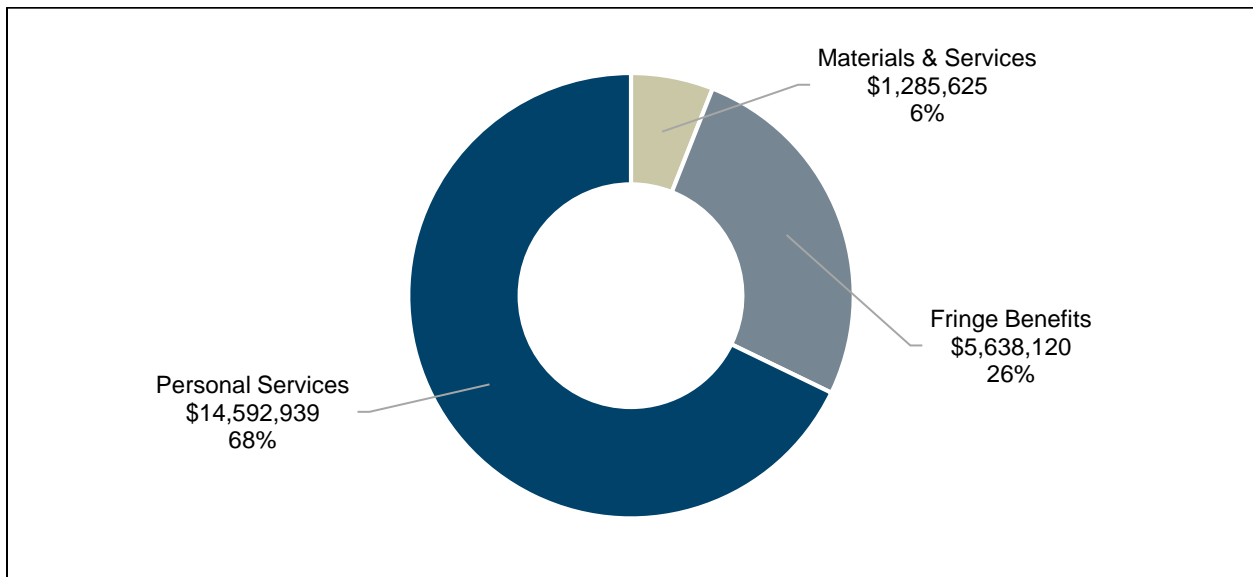
Comparison: 2020 Approved to 2021 Recommended

	2020 Approved	2021 Recommended	Variance	
			\$	%
General Fund	\$20,114,341	\$19,724,281	(\$390,060)	-1.9%
Non-General Fund	\$1,908,225	\$1,792,403	(\$115,822)	-6.1%
Total	\$22,022,566	\$21,516,684	(\$505,882)	-2.3%

The \$505,882 decrease from the 2020 Approved Budget to the 2021 Recommended Budget is primarily attributed to:

- General Fund - various reductions to meet the cuts included in the budget guidance as a result of COVID-19.
- Non-General Fund - decrease in title searches for delinquent taxes in 2019 and in 2020.

**2021 Recommended Budget
Expenditures by Category**



Budget Summary – FTEs

	2020 Budget	2021 Recommended	Recommended Budget as % of Total FTEs
General Fund	208	210	95.0%
Non-General Fund	11	11	5.0%
Total Agency FTEs	219	221	100.0%

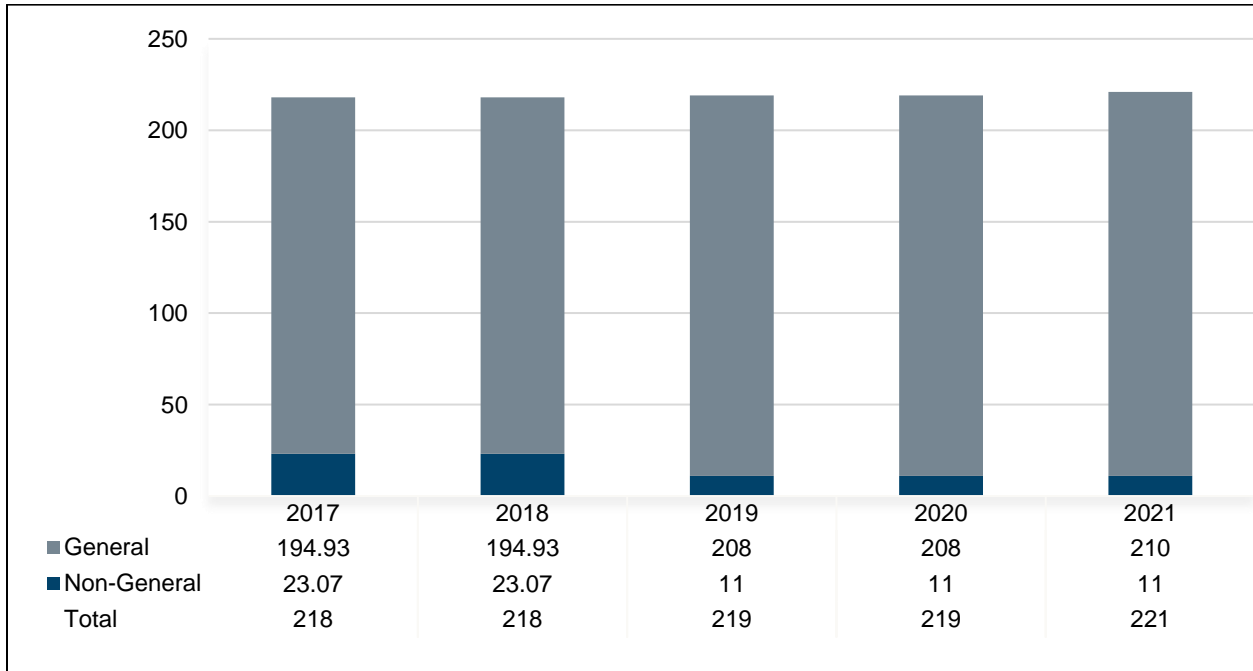
The 2.00 FTE increase from the 2020 Budget to the 2021 Recommended Budget is for two Assistant Prosecuting Attorneys assigned to the Domestic Relations & Juvenile Court.

New Positions

Position Title	# of Positions	Annual Salary	Source
Assistant Prosecuting Attorney	2	57,578	RFR

Details regarding FTEs requested via RFR are available in the Request for Results section.

Budgeted FTE History



Vacancy Credit

The vacancy credit process is designed to more accurately reflect the true expenditures for Personal Services and Fringe Benefits within the agency budget request. The calculations for the budget process begin with funding all approved positions for the entire year. Vacancy credits take into account that not all approved positions will be filled for the entire year. The methodology historically used by OMB to estimate an agency's vacancy credit utilizes a four-year history of unused personnel budgets to estimate an appropriate vacancy credit. However, recommendations may vary from the four-year average due to staffing trends or the number of positions supported within a fund.

Salaries & Wages

	2020 Budget	Four-year Average	2021 Recommended	% Point Change to:	
				PY Budget	Average
General Fund	3.0%	4.6%	4.9%	1.9%	0.3%
Rotary Fund	0.0%	-2.1%	0.0%	0.0%	2.1%
Delinquent Tax & Assessment Collection Fund	0.0%	15.6%	0.0%	0.0%	-15.6%

The 2021 vacancy credit in the General Fund is in line with the Four-year Average. A Vacancy Credit is not annually budgeted in the Rotary Fund or in the Delinquent Tax & Assessment Collection Fund due to the number of FTEs supported within each fund.

Fringe Benefits

	2020 Budget	Four-year Average	2021 Recommended	% Point Change to:	
				PY Budget	Average
General Fund	9.7%	10.4%	10.0%	0.3%	-0.4%
Rotary Fund	0.0%	1.9%	0.0%	0.0%	-1.9%
Delinquent Tax & Assessment Collection Fund	0.0%	16.3%	0.0%	0.0%	-16.3%

The 2021 vacancy credit in the General Fund is in line with the Four-year Average. A Vacancy Credit is not annually budgeted in the Rotary Fund or in the Delinquent Tax & Assessment Collection Fund due to the number of FTEs supported within each fund.

Request for Results

A Request for Results is a request for additional appropriations to support a new initiative or expand existing services. A Request for Results contains a detailed description of the new initiative, justification for why the increase in appropriations is necessary, and the expected outcomes. In addition to the amount of additional appropriations, a Request for Results should identify any new revenue or savings expected to be achieved from the new initiative. The Office of Management & Budget reviews each Request for Results to determine if adequate justification is provided and sufficient resources are available. The County Administrator makes a recommendation based on this review, with the Board of Commissioners making the final decision on whether the item is included in the budget.

2 Assistant Prosecuting Attorneys for the Juvenile Branch		
Fund Type	Amount Requested	Amount Recommended
General Fund	\$179,840	\$179,840
Recommended	<p>Request Description: This request will add two new full-time Assistant Prosecuting Attorneys (annual salary of \$57,578) assigned to the Domestic Relations & Juvenile Court. The Court added two new magistrate positions in 2020 and a new judgeship takes office in January 2021. In addition to the personnel expenditures, this includes associated desktop PCs, monitors, and laptops.</p>	
	<p>Recommendation: The addition of these two full-time positions is recommended in order to ensure efficient and effective operations by the Prosecuting Attorney's Office that will be required to hear additional cases (primarily abuse, neglect, and dependency) as a result of the new magistrate positions and judgeship.</p>	

Delinquent Tax and Asset Recovery

Program Purpose:

The purpose of the Delinquent Tax and Asset Recovery program is to provide advice and representation to the County Treasurer and other county agencies/offices so that they may recover delinquent taxes and other funds due.

ORC Reference Mandating this Program:

Chapters 15, 16, 17, 18, Section 5721.14

Program Services:

Legal advice to County Treasurer, Auditor, Recorder and Sheriff; Delinquent real estate tax, personal property tax and manufactured home tax collections; land reutilization foreclosures; Bankruptcy, Board of Tax Appeal and Board of Revision hearings; Commissioners' real estate entries and releases; pre-trial collection letters; title searches; complaint filings; pre-trial hearings and motions; foreclosures hearings; sale orders and post-sale entries; telephone counsel; inmate and non-inmate garnishments; court cost collections; counsel other governmental agencies; review of entries as third party defendant in private foreclosure actions; reports; calculating settlement figures for public; payment plans; other general information.

Core Principle:

Provide Community Safety, Security & Effective Justice

Linkage to Core Principle:

This program provides services that seek effective litigation for other county offices and provides quality services to the residents of Franklin County. Participants in this program work closely with other county offices and courts and ongoing training for employees working in this program ensure quality services.

Program Budget Overview

	2020 Approved	2021 Recommended	Variance	
			\$	%
Personal Services	\$795,319	\$789,885	(\$5,434)	-0.7%
Fringe Benefits	\$327,104	\$326,214	(\$890)	-0.3%
Materials & Services	\$656,278	\$547,147	(\$109,131)	-16.6%
Total Expenditures	\$1,778,701	\$1,663,246	(\$115,455)	-6.5%

Prosecution, Adjudication and Litigation

Program Purpose:

The purpose of the Prosecution, Adjudication and Litigation program is to provide effective and efficient legal representation and advice; aggressive prosecution of adult and juvenile offenders; and protection to government clients and victims of crime so they can receive adequate information, representation and justice.

ORC Reference Mandating this Program:

Chapter 309

Program Services:

Representation and presentation at all hearings concerning initial appearances and arraignments at Franklin County Municipal Court; grand jury matters, and all hearings concerning adult felony cases, juvenile misdemeanor and felony cases and cases involving abused, neglected and dependent children heard in Common Pleas and Domestic Courts. Pre-trial hearings preparations and presentations, plea preparations and presentations, discovery responses and reciprocal requests, post-conviction preparations and presentations, sentencing preparations and presentations, extradition and rule 4 presentations, expungement presentations, trial preparations and presentations, file reviews, evidence reviews, victim files, victim interviews, victim/witness interviews, courtroom escorts, victim preparations, victim referrals, victim notifications, maintained witness cases, out-of-state/foreign witness subpoenas, statistic reports, grand jury presentations, domestic violence meetings, bills of information preparations, duty calls, law enforcement meetings, search warrant reviews, speaking engagements, quarterly indicted reports, internal training sessions, reversal authorities and reports, law update materials, training sessions, proactive prosecutions, Franklin County Task Force meetings, non-support roundtable seminar, diversion evaluations, diversion interviews, diversion supervisions, diversion decisions, subpoena deliveries, located witnesses/defendants, records checks, I.D. investigations, prosecutor escorts, liaison services. Regular indictments, rush indictments, initial evaluations, information letters, investigative advice, subpoenas, arraignment appearances, preliminary hearing appearances and initial appearances, Grand Jury case presentations, Grand Jury schedules, Grand Jury file creations, Grand Jury file updates, initial appearance files, jail reports, Grand Jury orientations, witness interviews. Written briefs, oral arguments, appellate research, and advice to other prosecutors, appellate motions, appellate responses, statistic reports, appellate post-conviction motions responses, victim notification, and appellate decisions (def.) appellate decisions (State). Commissioner Agency advice, Sheriff advice, garnished wages, inmate account garnishments, judgment debtor examinations, reports, debtor cases tracked, title searches, sold property, invoices, administrative board advice, telephone counsels, arbitrations, forfeiture representations, bond revenue reviews, forfeiture collection, contract reviews, motions to quash subpoenas, bid document reviews, child support hearings, State Personnel Board of Review hearings, foreclosure hearings, tax collection, government collections, mediations, condemnations hearings, tort defense litigation, tort civil rights presentations, tort civil rights advice, pre-trial discovery, deposition attendance, discovery requests/responses, pre and post trial hearings, pre and post trial motions, trial presentations, appellate briefs, oral arguments, responses to motions, H.R., administrative hearing presentations, administrative responses, enforcement proceeding presentations, law enforcement agency advice reports, title searches, telephone counsel, forfeiture presentations, forfeiture hearings, pre-trial conferences, responses to motions, bond hearings, seizure packet reviews, default motions, default entries. Representation and presentations for preliminary hearings, probable cause hearings, rehabilitation hearings,

abuse/neglect/dependency hearings, delinquency, unruly and juvenile traffic hearings, mediation, sexual predator and competency hearings, probation/parole violation hearings, objections, early release and expungement hearings, pre-trial, trial and disposition hearings, diversion evaluations, pre-complaint evaluations, complaints, discovery, subpoenas, victim/witness interviews, victim notifications, evidence reviews and legal research, review of warrants.

Core Principle:

Provide Community Safety, Security & Effective Justice

Linkage to Core Principle:

This program provides services that seek justice for victims of crime which also ensures public safety. Participants in this program work closely with all county offices and courts, seeking effective justice. Ongoing training for employees working in this program ensures quality services.

Program Budget Overview

	2020	2021	Variance	
	Approved	Recommended	\$	%
Personal Services	\$14,068,649	\$13,803,054	(\$265,595)	-1.9%
Fringe Benefits	\$5,384,344	\$5,311,906	(\$72,438)	-1.3%
Materials & Services	\$790,872	\$738,478	(\$52,394)	-6.6%
Total Expenditures	\$20,243,865	\$19,853,438	(\$390,427)	-1.9%