



**OFFICE OF THE DISTRICT ATTORNEY**

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**Date:** October 1, 2012  
**From:** David Hollister, District Attorney  
**To:** Plumas County Board of Supervisors  
**Subject:** Alternative Sentencing Coordinator

**Recommendation:**

1. Extend the employment of an extra help employee working for Drug Court Realignment and the Community Corrections Partnership (CCP) until a permanent position can be created and filled.
2. Approve a Supplemental Budget of \$54,109 with revenue from the Community Corrections Partnership and Drug Court Realignment for the Alternative Sentencing Coordinator and related Services & Supplies.

**Background and Discussion**

The Community Corrections Partnership (CCP) and the Drug Court Planning effort led by Public Health have recommended and agreed separately to fund a Coordinator for Alternative Sentencing in the District Attorney's Office. CCP has committed \$28,609 and Public Health has committed \$25,500 out of Drug Court Realignment to fully fund this position this year and into the future. With these assurances and due to the urgent nature of this planning by the Health Department to resume Drug Court and to meet the needs of AB109, the District Attorney has appointed an extra help worker with experience in coordination of mandated treatment programs as a temporary employee using District Attorney Other Wages until the position is approved and the funding is budgeted. No general fund money will be needed for this position and the funding allotted includes enough for any equipment and other office requirements.

The planning effort underway led by Drug Court Consultant Dianne Marshall is currently using up to three days a week of this temporary staff person who is creating documents and procedures for Drug Court and meeting the current needs of CCP for designing programs to divert inmates from the jail into a variety of programs for reducing recidivism and protecting public safety. The vital and immediate nature of this work required action by the District Attorney to get someone on board to begin this work while the necessary County procedures were followed to formally create the position and budget for it.

The Alternative Sentencing Coordinator would be responsible for the following activities:

- Liaison and staffing for Drug Court and Mental Health coordination meetings, alternative sentencing meetings and monitoring, and pre-filing diversion and monitoring;
- Statistical monitoring of recidivism to track the efficacy of AB109-based programs;
- Victim services to allow for contact with victims of crime with regard to original disposition and dispositions materially modified post-conviction by AB109 related issues. Providing this service would allow the District Attorney's Office to meet its constitutional mandate as set forth by "Marsy's Law" (codified in Article I, Section 28(b) of the California Constitution and Section 679.026 of the California Penal Code.

The office space on the fourth floor previously occupied by Victim Witness and prior to that, Probation, is the ideal location for this position due to its essential proximity to the Court on the third floor and because it is somewhat isolated from the District Attorney's main operations. We are still keeping the number of people on the fourth floor to ten or less as required by the Building Official. Unused office equipment leftover from retired and relocated staff were already available so that significant outlays for the position are not needed.

The Personnel Rules limit the use of extra help staff to three months. The temporary employee currently providing this vital work has been working on this project for three months and so we hereby request an extension of this appointment until Critical Staffing and Human Resources can complete the work of creating the position. When the supplemental budget is approved the funding will reimburse the District Attorney for the payroll already incurred.

The job title for the position will be Alternative Sentencing Coordinator and it will be responsible for administration, coordination, grant funding, fiscal activities and other high level tasks for all mandated treatment programs ordered by the Superior Court Judge and for AB109 victim services in the District Attorney's Office. As approved by CCP and the Drug Court Planning process she or he will be supervised by the District Attorney and work closely with the Judge, CCP, Public Defenders, Probation and a variety of treatment and service providers as well as certain outreach efforts in the community at large.

Meanwhile, the urgent nature of this work requires this formal request to extend and pay for this continuing work.

### **Summary**

At this time we request:

1. Extend the employment of a temporary employee working for Drug Court Realignment and the Community Corrections Partnership (CCP) until a permanent position can be filled.
2. Approve the budget for this position and associated Services & Supplies with funding from CCP and Drug Court Realignment. No county funds are requested.



In the space below, state (a) reason for request (b) reason why there are sufficient balances in affected account to finance transfer (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

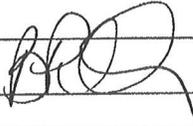
A) Supplemental Budget creating an Alternative Sentencing Coordinator \_\_\_\_\_  
\_\_\_\_\_

B) n/a \_\_\_\_\_  
\_\_\_\_\_

C) see board memo attached \_\_\_\_\_  
\_\_\_\_\_

D) Revenue from CCP and Drug Court \_\_\_\_\_  
\_\_\_\_\_

Approved by Signing Authority: \_\_\_\_\_



10/1/2012

\_\_\_\_\_ / Approved/Recommended

\_\_\_\_\_ / Disapproved/Not Recommended

County Administrative Officer: \_\_\_\_\_

Signature

Board Approval Date: \_\_\_\_\_

Agenda Item No. \_\_\_\_\_

Clerk of the Board signature \_\_\_\_\_

Date Entered by Auditor Controller \_\_\_\_\_

Initials \_\_\_\_\_

Original and 1 copy of ALL transfers go to Budget Officer/CAO; If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature prior to CAO/Budget Officer. Auditor/Controller will forward all signed, supplemental transfers to the CAO/Budget Officer for approval.

IF one copy of agenda requiriest and 13 copes of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent it will be returned to the Departemnt after all signautures are obtained.

Transfers that are going to be submitted to the Board for approval:

A. Must be signed by the Budget Officer/CAO; if supplemental must be signed by the Auditor and CAO/Budget Officer.

B. Must have a copy of the Board Report attached when given to the Budget Officer/CAO for approval.