

State's Attorney's Summary

	Actual FY 02	Original Budget FY 03	Adjusted Budget FY 03	Budget FY 04	% Change From Orig. FY 03	% Change From Adj. FY 03
State's Attorney's Office	\$1,421,750	\$1,546,440	\$1,592,835	\$1,637,135	5.86%	2.78%
Victim Witness Assistance	114,910	125,085	139,195	139,535	11.55%	0.24%
Total State's Attorney	\$1,536,660	\$1,671,525	\$1,732,030	\$1,776,670	6.29%	2.58%

Budget Changes

- Differences between the FY 03 Original Budgets and the FY 03 Adjusted Budgets are the result of a combination of employee upgrades, promotions, employee turnover, a 7% increase to the salary scale, a legislated salary increase for the State's Attorney and the County assuming a larger portion of the cost for one employee, who is currently in the last year of grant funding.
- Due to funding uncertainties, the Commissioners were unable to approve the planned 3% salary increase at the time of adoption. Certain agencies, including this one, are county-funded but not controlled by the County, making it difficult to reduce their funding levels once appropriated. The 3% salary increase for these agencies has been put into the County's Reserve and will be available if the decision to give salary increases is approved.
- The 2.78% increase in the State's Attorney's Office in FY 04 is primarily due to a new Prosecution Assistant position and position upgrades for several attorneys.

Highlights, Changes and Useful Information

- Active cases and the numbers of hearings scheduled for calendar years 2000 through 2002 were as follows:

	Year 2000 # of Cases	Year 2000 # of Hearings	Year 2001 # of Cases	Year 2001 # of Hearings	Year 2002 # of Cases	Year 2002 # of Hearings
Circuit Court	1,439	5,839	1,104	3,640	1,354	6,185
District Court	5,366	10,521	4,699	7,296	4,558	10,342
Juvenile Court	500	1,556	438	1,445	460	1,671
Totals	7,305	17,916	6,241	12,381	6,372	18,198

- To date, more than 10,500 written and 4,000 telephone court notifications have been provided to victims and witnesses by Victim Witness Assistance Unit staff.
- More than 285 victim interviews have been conducted and over 250 referrals have been given to victims in need of counseling.

State's Attorney's Office

Description	Actual FY 02	Original Budget FY 03	Adjusted Budget FY 03	Budget FY 04	% Change From Original FY 03	% Change From Adjusted FY 03
Personnel	\$1,334,920	\$1,457,960	\$1,504,355	\$1,547,790	6.16%	2.89%
Operating	86,080	85,260	85,260	87,930	3.13%	3.13%
Capital Outlay	750	3,220	3,220	1,415	-56.06%	-56.06%
Total	\$1,421,750	\$1,546,440	\$1,592,835	\$1,637,135	5.86%	2.78%
Employees FTE	33.50	35.50	35.50	36.50	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

Jerry Barnes, State's Attorney (410) 386-2671
Bremen Trail, Budget Analyst (410) 386-2082

Mission and Goals

It is the mission of the State's Attorney's Office (SAO) to prosecute those who break the law, effectively ensuring that crime is met with punishment while providing services to victims of crimes.

Goals include:

- Prosecute criminal cases effectively while showing compassion and providing services to those who find themselves victims of crime.
- Seek restitution to attempt to make victims whole.
- Secure incarceration for individuals who commit crimes.
- Protect individuals from further criminal activity.

Description

The Carroll County SAO is a governmental entity responsible for the prosecution of all crimes that occur in Carroll County which represent violations of either State or local law. The SAO prosecutes all criminal misdemeanor and felony cases, including assault, child abuse, malicious destruction, theft, robbery, rape, sexual offenses, burglary, murder, automobile manslaughter and various other criminal activities. The SAO also prosecutes individuals charged with serious traffic offenses, such as driving while intoxicated or with a suspended license.

The State of Maryland Constitution and the Annotated Code of Maryland mandate the SAO. These obligations are expanded and defined further by the Maryland Rules of Criminal Procedure, as well as State, Federal and Supreme Court decisions. The SAO specialized units are either responsible or assist in the prosecution of certain cases. State's Attorney's Specialized Units include Domestic Violence, Drug Enforcement, Child Abuse and Sexual Assault Unit (CASA), Victim Services, Juvenile Crime, Drug Education/Awareness, the Child Support Collection Unit and Career/Specialist Prosecution.

Program Highlights

The SAO is working to enhance the Domestic Violence and CASA Units by managing human resources to meet the increasing caseloads in these areas.

Active Cases for 2002:

	# Cases	# Hearings
Circuit Court	1,354	6,185
District Court	4,558	10,342
Juvenile Court	460	1,671
Total	6,372	18,198

Budget Changes

- The difference between the FY 03 Original Budget and the FY 03 Adjusted Budget is the result of a combination of employee upgrades, promotions, employee turnover, a 7% salary scale upgrade and a legislated salary increase for the State's Attorney.
- Due to funding uncertainties, the Commissioners were unable to approve the planned 3% salary increase at the time of adoption. Certain agencies, including this one, are county-funded but not controlled by the County, making it difficult to reduce their funding levels once appropriated. The 3% salary increase for these agencies has been put into the County's Reserve and will be available if the decision to give salary increases is approved.
- An additional Prosecution Assistant is planned for FY 04 due to an increasing caseload in both Circuit and District Court. Additionally, position upgrades for several attorneys are included in the personnel portion of this budget, accounting for the 2.89% increase.

Positions

Title	Type	FTE
<i>Assistant State's Attorney I</i>	Full-time	5.00
<i>Assistant State's Attorney II</i>	Full-time	1.00
<i>Chief Investigator</i>	Full-time	1.00
<i>Deputy State's Attorney</i>	Full-time	1.00
<i>Investigators</i>	Full-time	7.00
<i>Law Clerk</i>	Full-time	1.00
<i>Office Administrator</i>	Full-time	1.00
<i>Prosecution Aide</i>	Full-time	1.00
<i>Prosecution Aide</i>	Part-time	.50
<i>Prosecution Assistant</i>	Full-time	11.00
<i>Senior Asst. State's Attorney</i>	Full-time	6.00
<i>State's Attorney</i>	By-law	1.00
Total		36.50

See the Grants page for funding details of SAO Child Support function and other SAO grant information.

Victim Witness Assistance

Description	Actual FY 02	Original Budget FY 03	Adjusted Budget FY 03	Budget FY 04	% Change From Original FY 03	% Change From Adjusted FY 03
Personnel	\$102,420	\$114,300	\$128,410	\$128,430	12.36%	0.02%
Operating	11,940	10,785	10,785	11,105	2.97%	2.97%
Capital Outlay	550	0	0	0	0.00%	0.00%
Total	\$114,910	\$125,085	\$139,195	\$139,535	11.55%	0.24%
Employees FTE	3.25	3.50	3.50	4.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

Jerry Barnes, State's Attorney (410) 386-2671
Bremen Trail, Budget Analyst (410) 386-2082

Mission and Goals

The mission of the Victim Witness Assistance Unit is:

- Improve treatment of crime victims.
- Provide victims with assistance and services necessary to speed their recovery from a criminal act.
- Support and aid victims as they move through the criminal justice process.
- Ensure victims receive all rights and benefits afforded them under the laws and State of Maryland Constitution.

Goals Include:

- Promote an integrated community system of victim assistance thereby increasing coordination and networking of all appropriate agencies, organizations and groups that provide services to victims of crime.
- Provide consideration and personal attention to victims and witnesses that ultimately aid in the healing process.
- Assure all victims and witnesses are informed of the progress of their cause.
- Expand the victim's opportunity to participate in appropriate stages of the criminal justice process and ensure consideration of the impact of the crime upon the victim in major criminal justice decisions.
- Aid in the successful prosecution of crimes perpetrated upon the citizens of Carroll County.
- Ensure compliance with victim's rights legislation enacted to protect and enforce the statutory rights of victims of crime.

Description

Victim Witness is a specialized unit of the State's Attorney's Office that assists victims and witnesses in dealing with the emotional, social, physical, financial and legal consequences of crime.

Victim Witness provides a full range of services to victims of both felony and misdemeanor crimes. Services include the provision of ongoing information regarding the status of criminal cases, explanation of and orientation to the judicial process. Referrals to social service and mental health agencies are made to victims. Intercession is offered to victims/witnesses

with crime related employer problems, aid is given with filing victim compensation claims and completing restitution procedures and assistance with court appearance problems rendered on an as needed basis. In addition, help is provided in the preparation of Victim Impact Statements and assistance is rendered to persons requesting post conviction court and inmate status notifications.

Program Highlights

- To date more than 10,500 written and 4,000 telephone court notifications have been provided to victims and witnesses by Victim Witness Assistance Unit staff.
- More than 285 victim interviews have been conducted and over 250 referrals have been given to victims in need of counseling.

Budget Changes

- The difference between the FY 03 Original Budget and the FY 03 Adjusted Budget is due to the County assuming a larger portion of the cost for one Administrative Assistant, who is currently in the last year of grant funding and a 7% salary scale upgrade.
- Due to funding uncertainties, the Commissioners were unable to approve the planned 3% salary increase at the time of adoption. Certain agencies, including this one, are county-funded but not controlled by the County, making it difficult to reduce their funding levels once appropriated. The 3% salary increase for these agencies has been put into the County's Reserve and will be available if the decision to give salary increases is approved.
- The FY 04 budget includes fully paying for an Administrative Assistant position that was previously partially grant-funded.
- Generally, salary and operating expenses were planned to grow at 3% between FY 03 and FY 04. Most budgets, including this one, were held at or near that level.

Positions

Title	Type	FTE
<i>Administrative Assistant</i>	Full-time	1.00
<i>Director</i>	Full-time	1.00
<i>District Court Coordinator</i>	Full-time	1.00
<i>Family Violence Coordinator</i>	Full-time	1.00
Total		4.00

