

# State's Attorney's Summary

	Actual FY 03	Original Budget FY 04	Adjusted Budget FY 04	Budget FY 05	% Change From Orig. FY 04	% Change From Adj. FY 04
State's Attorney's Office	\$1,610,294	\$1,637,135	\$1,645,485	\$1,639,825	0.16%	-0.34%
Victim Witness Assistance	124,097	139,535	143,475	151,210	8.37%	5.39%
Total State's Attorney	\$1,734,391	\$1,776,670	\$1,788,960	\$1,791,035	0.81%	0.12%

## Budget Changes

- The difference between the State's Attorney's Office FY 04 Original Budget and the FY 04 Adjusted Budget is the result of salary changes due to the 3% salary increase awarded in January 2004, the transfer of a CASA Investigator I position to the Sheriff's department and employee reclassifications.
- The difference between the State's Attorney's Office FY 04 Adjusted Budget and the FY 05 Budget is the result of changes due to a combination of position upgrades for several attorneys, salary adjustments, a new Prosecution Assistant position and the removal of all expenses related to the Child Abuse and Sexual Assault (CASA) department. A separate budget has been established for CASA within the Department of Citizen Services.
- The differences between Victim Witness Assistance FY 04 Original Budget, the FY 04 Adjusted Budget and the FY 05 Budget are the result of changes due to the combination of employee turnover, the 3% salary increase awarded in January 2004 and salary adjustments.

## Highlights, Changes and Useful Information

- Total cases and number of hearings continue to increase each year.

	CY 2001 # of Cases	CY 2001 # of Hearings	CY 2002 # of Cases	CY 2002 # of Hearings	CY 2003 # of Cases	CY 2003 # of Hearings
Circuit Court	1,104	3,640	1,354	6,185	1,532	6,500
District Court	4,699	7,296	4,558	10,342	4,533	7,417
Juvenile Court	438	1,445	460	1,671	422	1,436
Totals	6,241	12,381	6,372	18,198	6,487	15,353

- In calendar year 2003, over 5,750 written and 3,000 telephone court notifications have been provided to victims and witnesses by Victim Witness Assistance Unit staff.
- More than 260 victim interviews have been conducted and over 600 referrals have been given to victims in need of counseling.

# State's Attorney's Office

Description	Actual FY 03	Original Budget FY 04	Adjusted Budget FY 04	Budget FY 05	% Change From Original FY 04	% Change From Adjusted FY 04
Personnel	\$1,515,966	\$1,547,790	\$1,556,140	\$1,550,920	0.20%	-0.34%
Operating	89,867	87,930	87,930	87,610	-0.36%	-0.36%
Capital Outlay	4,461	1,415	1,415	1,295	-8.48%	-8.48%
<b>Total</b>	<b>\$1,610,294</b>	<b>\$1,637,135</b>	<b>\$1,645,485</b>	<b>\$1,639,825</b>	<b>0.16%</b>	<b>-0.34%</b>
Employees FTE	35.50	36.50	35.50	33.50	-----	-----

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  
Christine Cruz, 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 total number of caseloads are continuing to increase each year.

Number of Cases	2001	2002	2003
Circuit Court	1,104	1,354	1,532
District Court	4,699	4,558	4,533
Juvenile Court	438	460	422
<b>Total</b>	<b>6,241</b>	<b>6,372</b>	<b>6,487</b>

## Budget Changes

- The difference between the FY 04 Original Budget and the FY 04 Adjusted Budget is the result of salary changes due to a 3% salary increase awarded in January 2004, the transfer of one position from the Child Abuse Sexual Assault Unit to Sheriff's Services and employee reclassifications.
- The 0.34% decrease in FY 05 is due to a combination of a new Prosecution Assistant III position, attorney promotions, salary adjustments and the removal of all expenses related to the Child Abuse and Sexual Assault (CASA) department, including three full time positions. A separate budget has been established for CASA within the Department of Citizen Services.

## Positions

Title	Type	FTE
<i>Assistant State's Attorney I</i>	Full-time	1.00
<i>Assistant State's Attorney II</i>	Full-time	5.00
<i>Chief Investigator</i>	Full-time	1.00
<i>Deputy State's Attorney</i>	Full-time	2.00
<i>Investigator</i>	Full-time	4.00
<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	0.50
<i>Prosecution Assistant</i>	Full-time	11.00
<i>Senior Asst. State's Attorney</i>	Full-time	5.00
<i>State's Attorney</i>	By-law	1.00
<b>Total</b>		<b>33.50</b>

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

# Victim Witness Assistance

Description	Actual FY 03	Original Budget FY 04	Adjusted Budget FY 04	Budget FY 05	% Change From Original FY 04	% Change From Adjusted FY 04
Personnel	\$107,758	\$128,430	\$132,370	\$139,525	8.64%	5.41%
Operating	15,851	11,105	11,105	11,685	5.22%	5.22%
Capital Outlay	487	0	0	0	0.00%	0.00%
<b>Total</b>	<b>\$124,097</b>	<b>\$139,535</b>	<b>\$143,475</b>	<b>\$151,210</b>	<b>8.37%</b>	<b>5.39%</b>
Employees FTE	3.50	4.00	4.00	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  
Christine Cruz, 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 the 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 on-going 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

- In calendar year 2003, 5,750 written and 3,000 telephone court notifications have been provided to victims and witnesses by Victim Witness Assistance Unit staff.
- More than 260 victim interviews have been conducted and over 600 referrals have been given to victims in need of counseling.

## Budget Changes

- The difference between the FY 04 Original budget and the FY 04 Adjusted Budget is the result of changes due to the combination of the 3% salary increase awarded in January 2004 and employee turnover.
- The 5.41% increase in personnel expenses in FY 05 is due to salary adjustments.

## 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
<b>Total</b>		<b>4.00</b>