

State's Attorney's Summary

	Actual FY 03	Original Budget FY 04	Adjusted Budget FY 04	Recom Budget FY 05	% Change From Orig. FY 04	% Change From Adj. FY 04
State's Attorney's Office	\$1,610,294	\$1,637,135	\$1,639,775	\$1,747,255	6.73%	6.55%
Victim Witness Assistance	124,097	139,535	143,370	150,690	7.99%	5.11%
Total State's Attorney	\$1,734,391	\$1,776,670	\$1,783,145	\$1,897,945	6.83%	6.44%

Budget Changes

- Differences between the FY 04 Original Budgets and the FY 04 Adjusted Budgets are the result of salary changes due to the combination of employee turnover, a 3% salary increase awarded in January 2004 and the transfer of a CASA Investigator I position to the Sheriff's department.
- The 6.55% increase in the State's Attorney's Office in FY 05 is due to a combination of a new Prosecution Assistant position, position upgrades for several attorneys, higher postage costs and the cost of DWI manuals and vehicles code books which had previously been free of charge.

Highlights, Changes and Useful Information

- Active cases and the numbers of hearings scheduled for calendar years 2000 through 2003 were as follows:

	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	Recom Budget FY 05	% Change From Original FY 04	% Change From Adjusted FY 04
Personnel	\$1,515,966	\$1,547,790	\$1,550,430	\$1,655,520	6.96%	6.78%
Operating	89,867	87,930	87,930	90,440	2.85%	2.85%
Capital Outlay	4,461	1,415	1,415	1,295	-8.48%	-8.48%
Total	\$1,610,294	\$1,637,135	\$1,639,775	\$1,747,255	6.73%	6.55%
Employees FTE	35.50	36.50	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

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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.

Number of Cases

	2002	2003
Circuit Court	1,354	1,532
District Court	4,558	4,533
Juvenile Court	460	422
Total	6,372	6,487

Budget Changes

- Differences between the FY 04 Original Budget and the FY 04 Adjusted Budget are the result of salary changes due to the combination of a 3% salary increase awarded in January 2004 and the transfer of a CASA Investigator I position to the Sheriff's department.
- The 6.78% increase in personnel costs in FY 05 is due to a combination of a recommended new Prosecution Assistant III position, attorney promotions and a planned 5% salary increase.
- The 2.85% increase in operating costs is due to a combination of higher postage costs from the increased number of Discoveries sent out as caseloads increase, printer supplies, and the cost of DWI manuals and vehicle code books which had previously been free.

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	6.00
<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	12.00
<i>Senior Asst. State's Attorney</i>	Full-time	5.00
<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 03	Original Budget FY 04	Adjusted Budget FY 04	Recom Budget FY 05	% Change From Original FY 04	% Change From Adjusted FY 04
Personnel	\$107,758	\$128,430	\$132,265	\$139,005	8.23%	5.10%
Operating	15,851	11,105	11,105	11,685	5.22%	5.22%
Capital Outlay	487	0	0	0	0.00%	0.00%
Total	\$124,097	\$139,535	\$143,370	\$150,690	7.99%	5.11%
Employees FTE	4.00	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

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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

- Differences between the FY 04 Original Budget and the FY 04 Adjusted Budget are the result of salary changes due to the combination of employee turnover and a 3% salary increase awarded in January 2004.
- Generally, salary expenses were planned to grow 5% between FY 04 and FY 05. Most budgets, including this one, were held at or near that level.
- Operating expenses increased 5.22% in FY 05 due to training needs for two new key employees.

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