



## CITIZENS' ADVISORY COMMITTEE ON MEASURE Z EXPENDITURES

(Advisory Committee will make recommendations to the Humboldt County Board of Supervisors as to expenditure of funds derived from *Measure Z*.)

### APPLICATION FOR FUNDING

Agency Name: Public Defender

Mailing Address: 1001 4<sup>th</sup> Street

Contact Person: Marek Reavis

Title: Public Defender

Telephone: 707 445-7634

E-mail address: MReavis@co.humboldt.ca.us

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2019-20: \$ 793,639

2. ENTITY TYPE -- Please check appropriate box.

- |   |                          |
|---|--------------------------|
| a. Humboldt County Department                   | XX                       |
| b. Contract Service Provider to Humboldt County | <input type="checkbox"/> |
| c. Local Government Entity                      | <input type="checkbox"/> |
| d. Private Service Provider                     | <input type="checkbox"/> |
| e. Non-Profit Service Provider                  | <input type="checkbox"/> |
| f. Other  | <input type="checkbox"/> |

**RECEIVED**  
**FEB 25 2019**  
**CAO**

3. Please provide brief description of proposal for which you are seeking funding.

The public defender offices are seeking additional funding for two full time attorneys and three full time support staff in order to meet the increased demand on our offices as a result of increased funding to law enforcement agencies through the passage of Measure Z in 2014. Ultimately, increased efforts by law enforcement agencies result in a direct impact on the public defender's offices as the Public Defender is appointed to represent approx. 90% of all criminal defendants in Humboldt County.

4. How are you developing a plan for sustainability, including diversification of funding sources, in order for your proposal to carry on without reliance on future *Measure Z* funds?

The only available alternatives to meet the increased demand placed on the Public Defender, as a result of increased funding provided to law enforcement through Measure Z are:

1. Request additional general funds from the County;
2. Reduce services provided by the Public Defender Offices.

5. If this request is for the continuation, or expansion, of an existing program/service, what is the current source of funding for that program/service?

The current source of funding for the Public Defender Offices is County general funds and \$216,657 in Measure Z funding.

6. If you are awarded *Measure Z* funds, how will you use them to leverage additional grants, contributions, or community support?

There are limited funds available to Public Defender offices; however, with an increase in staff that Measure Z funds can provide, staff will have additional time to continue exploring additional funding from other resources.

7. Will this proposal require new or expanded activity on the part of another entity to be fully functional and effective? If so, please describe.

No. The additional funding will simply allow the public defender's office to meet the increased demand for public defender services as a result of increased Measure Z funding to law enforcement agencies.

8. Are there recurring expenses associated to this application, such as personnel costs? Please check yes or no and if so, please detail those expenses. ☒ Yes ☐ No

Three FTE positions – see attached budget.

**ATTACHMENTS—Please include the following with your application**

**Proposal Narrative:** Brief description of your request for *Measure Z* funds – Please explain how it is an essential service or for public safety. (one page maximum)

**Prior Year Results:** If your request is a continuation of a program funded with *Measure Z* in prior fiscal years, please provide the results of implementation. (one page maximum)

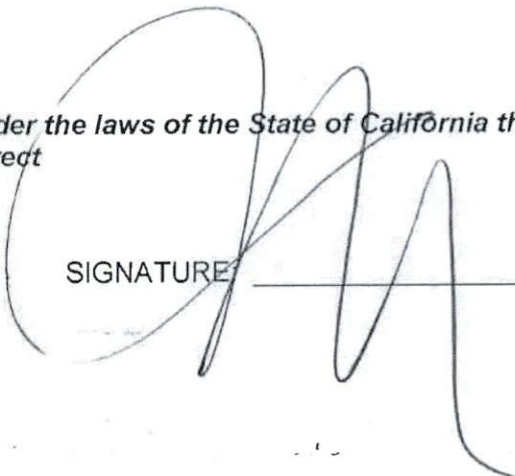
**Program Budget**

*I declare under penalty of perjury under the laws of the State of California that the above statements and all attachments are true and correct*

DATE: \_\_\_\_\_

2.25.19

SIGNATURE \_\_\_\_\_



**SUBMIT THIS APPLICATION TO:**

Humboldt County Citizens' Advisory Committee on *Measure Z* Expenditures  
c/o County Administrative Office  
825 Fifth Street, Room 112  
Eureka, CA 95501-1153



## Public Defender 2019/20 Measure Z Proposal Narrative

The Humboldt County Public Defender Offices are requesting additional funding in order to meet the increased demand for public defender representation as a direct result of increased activities by law enforcement since the passage of Measure Z in 2014. An efficient public safety unit requires that the Courts, Law Enforcement, and Public Defender operate with adequate resources to address the needs of the community. If one branch of the local public safety unit is weak this impacts the other units significantly.

The Public Defender provides essential county services as each county is required to provide adequate representation to all criminal defendants that cannot afford to hire private counsel. Currently, the Public Defender Offices represent approx. 90% of all criminal defendants arraigned in the Humboldt County Superior court. In addition to the criminal case load, the Public Defender also represents over 210 conservatorship and family law contempt clients appointed by the courts.

Despite significantly increased caseloads and court appearances, Public Defender Office staffing has remained stagnant for over seven years, with the exception of two FTE positions funded by Measure Z during the 2016-17 fiscal year. When compared to the District Attorney's Office the Public Defender Offices (Public Defender and Conflict Counsel combined) have over 50% less full-time employees, and 89% less funding for extra-help staff. The following represents a comparison of staffing and significant funding between the two offices:

	District Attorney	Public Defender
Salary & Wages	\$ 3,661,660	\$ 2,380,050
FTE's	58.3	29.0
Extra Help	\$ 345,580	\$ 37,100
Extra-Help Employees	6+	1.5
Staff Dev & Training	\$ 143,535	\$ 17,740
Support Staff (FTE)	40.3	14.0

In order to provide adequate representation to indigent clients the Public Defender is requesting supplemental measure Z funding in the amount of \$786,138. Combined with the existing Measure Z funding of \$216,637, the total measure Z funding for the Public Defender Offices would total \$1,002,775 for fiscal year 2019/20.

With the proposed addition of one (FTE) Deputy Public Defender and one (FTE) Deputy County Counsel, the Public Defender offices would be better equipped to meet the increasing demand of appearing in multiple courtrooms simultaneously. Currently, neither office has adequate coverage in the event that an attorney is trial, or on leave for more than one week. Inadequate coverage places a burden on the courts and the district attorney's office when they are forced to reset court dates to accommodate the shortage of available public defender attorneys; in addition there is an increased burden placed upon the county jail when incarcerated defendants are held longer as a result of trial dates being postponed to accommodate the shortage of available attorneys.

The addition of three (FTE) legal office assistants (one will be allocated to Conflict Counsel) will allow timely processing of new case files, discovery, and probation reports that are received by the PD offices on a daily basis. Currently, a total of eight (8) support staff are responsible for answering telephones and scheduling appointments for over 1800 current clients and supporting 15 attorneys by drafting motions, judicial council forms, and correspondence. Daily tasks include: retrieving and filing documents with the courts, opening new case files (up to 40 per day), scanning and filing all incoming and outgoing documents, pulling case files for court appearances, printing court calendars and assigning attorneys/case files to corresponding courtrooms, tracking expenditures for over 200 conservatorship clients, and processing the incoming and outgoing daily mail. With the existing personnel allocation of eight (8) support they continually work with a growing backlog that force them to work through lunch periods and set aside critical functions.

## ATTACHMENT II - EXHIBIT F

## Measure Z - Invoice

**Humboldt County Public Defender**  
**Marek Reavis, Public Defender**  
**1001 4th Street Eureka, CA 95501**  
**707 445-7634**

Invoice Date: \_\_\_\_\_

Invoice # MZ- \_\_\_\_\_

Invoice Period: \_\_\_\_\_

Description		Cost	Total Amount Due
Personnel Costs (Wages and Benefits)			
Addition of (2) FTE Attorneys		\$724,137	
Addition of (3) FTE Legal Office Assistants			
Operational Costs (Rent, Utilities, Phones, etc.)		\$12,071	
Insurance	9,071		
Telephones	1,500		
Utilities	1,500		
Consumables/Supplies (Supplies and Consumables should be separate)		\$32,850	
Office Supplies	5,000		
Professional & Special Services	1,000		
Staff Development & Training	12,000		
State Bar Dues	850		
Books & Periodicals	2,000		
Office Equipment	12,000		
Transportation/Travel (Local and out of county should be separate)			
Out of County Travel	1,000	\$1,000	
Other (Indirect Costs, Contracts, etc.)		\$23,581	
Overhead Costs: IT, ADA, Communications, Central Service	18,956		
Sustain (Court) Software Licenses	4,625		
			<b>\$793,639</b>

I certify that the information provided above is, to the best of my knowledge, complete and accurate; the expenditures are in accordance with the approved Agreement cited for services provided under the provision of that agreement. Full justification and backup records for the expenditures are maintained in our office at the address indicated.

Signature and date: \_\_\_\_\_

2.25.19

Print Name and Title: Marek Reavis, Public Defender

Send invoice to:

**COUNTY OF HUMBOLDT**  
 County Administrative Office  
 825 Fifth Street, Room 112  
 Eureka Ca 95501

\_\_\_\_\_  
Date\_\_\_\_\_  
Date

(707) 445-7266