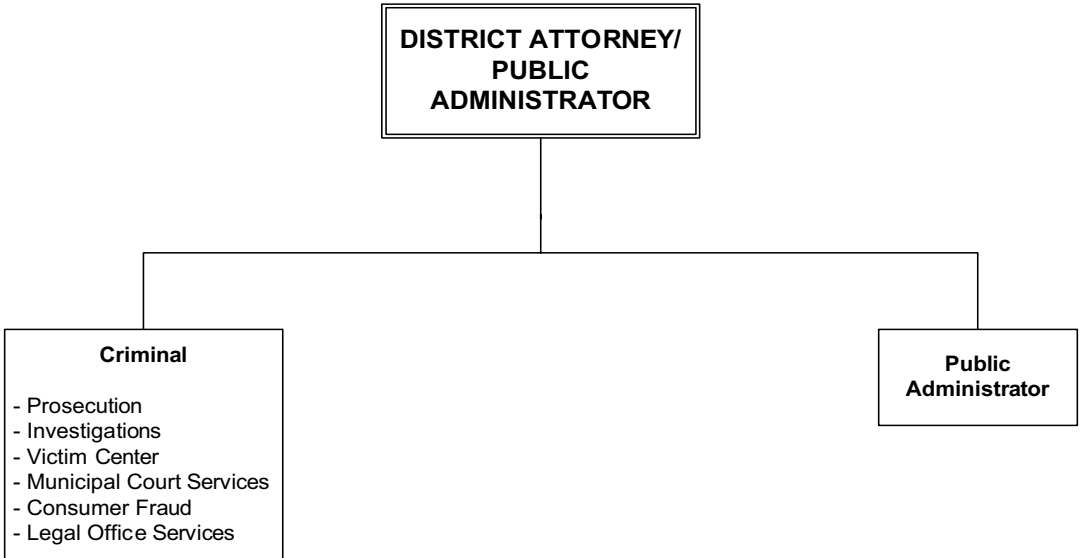
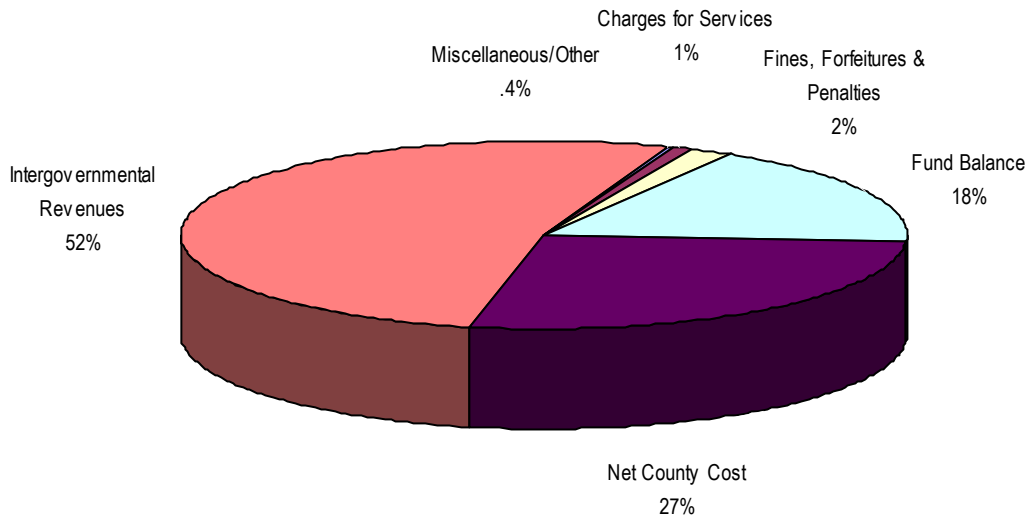


DISTRICT ATTORNEY/ PUBLIC ADMINISTRATOR

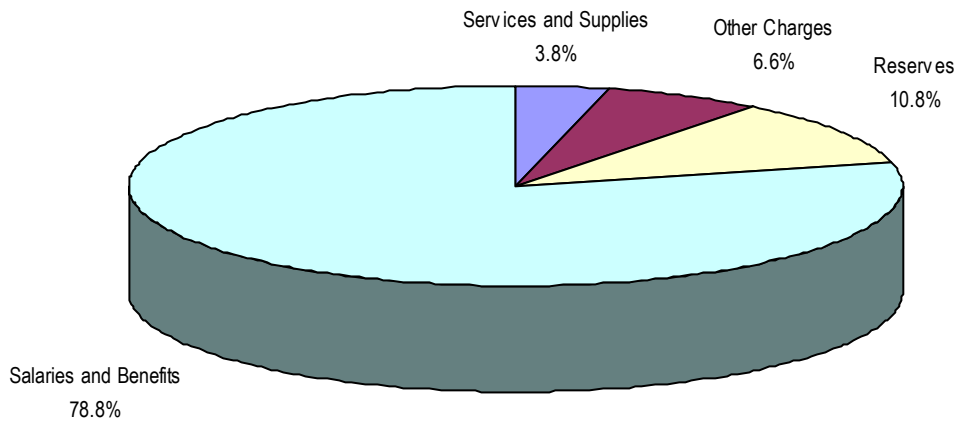


District Attorney/Public Administrator

FY 2006-07 Adopted Sources



FY 2006-07 Adopted Requirements



Department Locator

County

Criminal Justice

▷ **District Attorney's Office**

Department of Child Support Services

County Support of the Courts

Private Defender Program

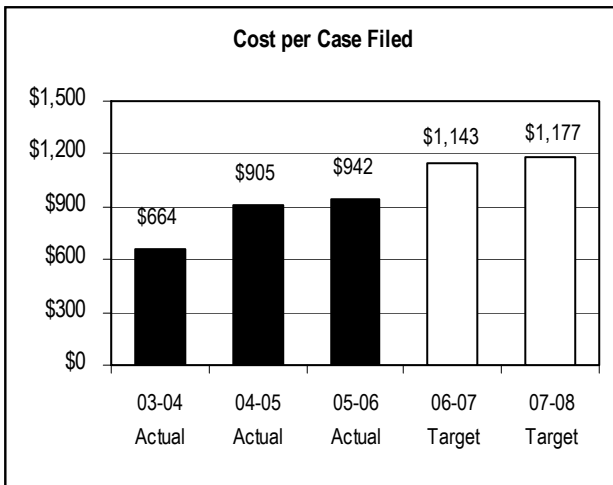
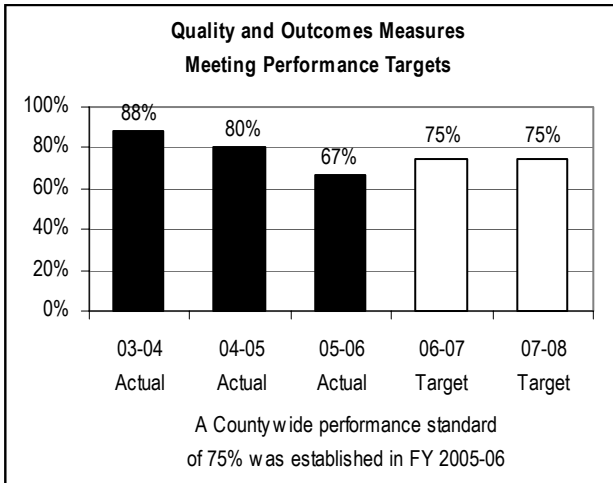
Sheriff's Office

Message Switch

Probation Department

Coroner's Office

Department Measures



Department Mission Statement

San Mateo County District Attorney/Public Administrator's Office serves the people of the State of California by prosecuting adult and juvenile offenders, enforcing consumer and environmental laws, administering decedent estates, providing legal and investigative support to other law enforcement agencies and disseminating public information about law enforcement while ensuring public safety and accountability for criminal conduct.

Contributions to Shared Vision 2010 (Fiscal Years 2000 – 2005)

PEOPLE

Ensure Basic Health and Safety for All

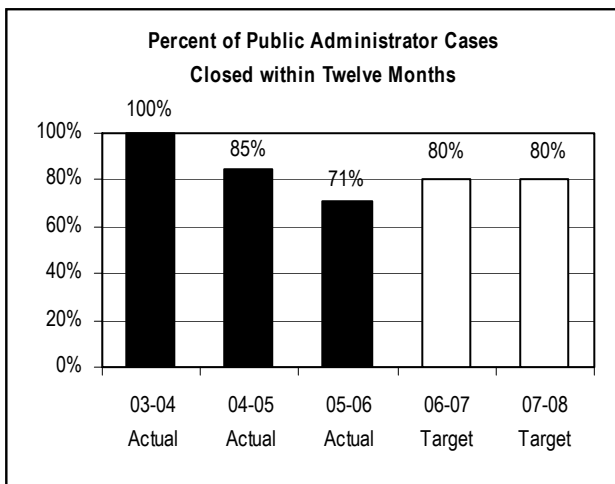
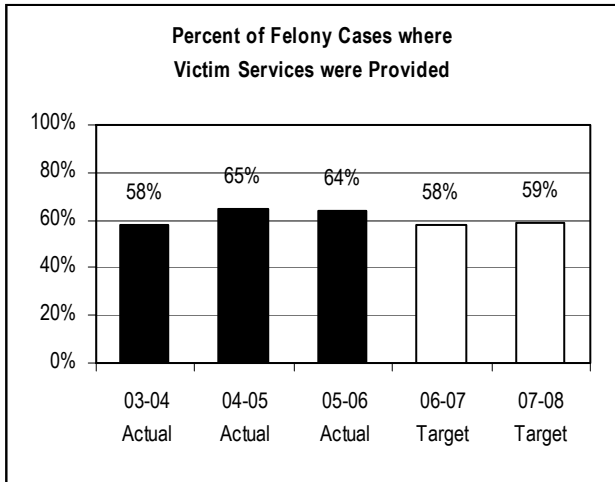
- **Victim Center**
Incorporated the Victim Center into the District Attorney's Office to serve approximately 3,540 victims of crime annually.
- **Gang Prosecution**
Provided specialized training for four Deputy District Attorneys who are successfully prosecuting gang cases and added one Deputy District Attorney to vertically prosecute gang-related crimes. A total of 73 adult cases were prosecuted with 104 adult defendants.
- **Elder Abuse Prosecution**
Assigned dedicated Deputy District Attorney to prosecute elder abuse crimes. A total of 28 cases were prosecuted with 28 defendants.

PARTNERSHIPS

Responsive, Effective and Collaborative Government

- **Countywide Gang Suppression Task Force**
Increased collaborative efforts with law enforcement partners to successfully investigate and prosecute gang related cases.
- **Criminal Justice Information System (CJIS) migration**
Partnered with the Courts, Probation Department, Sheriff's Office, and Information Services Department to ensure the successful migration of the Criminal Justice Information System (CJIS) off the Mainframe

Headline Measures



Services and Accomplishments

The District Attorney's Office contributes to the goals of the Shared Vision 2010 commitment to Ensure Basic Health and Safety for All by prosecuting felony and misdemeanor crimes committed in San Mateo County as well as County Ordinance violations and juvenile cases. The Office advises and conducts investigations for the Criminal Grand Jury and conducts investigations of welfare fraud, theft, embezzlement and other cases pending trial. The Office initiates legal actions to prohibit unfair business practices and handles water pollution, hazardous waste and similar cases. The Victim's Center provides financial, emotional, social and other assistance to victims of reported crimes. Finally, the Office serves as the Public Administrator in the probate of estates.

The following were major accomplishments in the prior year:

- Redeployed resources to assign one Deputy District Attorney to exclusively prosecute gang cases and three others that have received extensive training in gang prosecution to pick-up cases as needed
- Increased identity theft outreach throughout the community

- Developed training DVD to be implemented into training sessions or as a stand alone training tool for the law enforcement community
- Insurance Fraud prosecutor received The San Mateo County Employee of the Month award for the successful prosecution through jury trial
- Elder Abuse prosecutor received the Distinguished Service Award for Elder Abuse Prosecution from the Attorney General's Office
- Increased restitution for Financial Elder Abuse cases referred by the Public Guardian's Office as a result of successful prosecution

Story Behind Performance

Since the Victim Center became a division of the District Attorney's Office in February 2002, direct services to victims have been greatly enhanced. Notable areas include the immediate availability of advocates to answer victim's questions regarding the criminal justice system and/or the court process, assisting direct victims and/or their surviving family members with Victim Impact Statements, and providing court escort/support. Having the program advocates housed within the Administrative Offices of the District Attorney (RWC), and adjacent to the District Attorney's Office (SSF), has provided victims with the ability to resolve many of their legal needs and seek assistance, all in one building. An additional increase in the percent of felony cases where victim services are provided is not anticipated because victims have the option and often chose to decline available services.

Over the course of 2005, there was a significant increase in gang violence in both the Northern and Southern districts of the county. The gang caseload increased to the point that a full-time vertical gang prosecutor now handles the most serious cases (primarily attempted murders and assaults) and two misdemeanor deputies in each municipal court branch also specialize in gang cases. In addition to seeing an increased number of violent gang-related crimes, there's also been an increased sophistication in how the gangs operate, specifically in their attempts at organization and avoiding detection by law enforcement. As the gangs in the county have intensified their efforts, the District Attorney's Office has responded by focusing resources in this area and seeking greater and more severe punishment for gang-related crimes.

Elder abuse related crimes continue to increase on a dramatic scale, both nationwide and in San Mateo County. Increased training in detecting and investigating financial and physical elder abuse cases by both law enforcement and mandated reporters has led to a significant increase in the number and types of cases submitted to the District Attorney's Office. Investigations of elder abuse cases are resource-intensive and not all police agencies have the same capability of conducting complex investigations, which places a burden on the District Attorney's limited investigative resources. In addition to vertically prosecuting these complex cases, the Deputy assigned to prosecute elder abuse is also participating in a monthly multi-agency meeting that seeks to increase community resources

and early intervention and is also providing training on preventing, detecting, investigating and prosecuting all forms of elder abuse to law enforcement agencies, mandated reporters, community and senior groups, attorneys, teachers, other professional groups and social workers.

The District Attorney's Office has seen a substantial increase in identity theft. As outreach and training efforts reach more law enforcement agencies a continual increase in cases submitted for prosecution is anticipated. The cases take many months to investigate, so increases in incidents of the crimes may take some time before they show up as filed cases or convictions. These crimes span all types of financial categories: credit card theft, online banking, check forgery and fraud, and a variety of telephone or door-to-door solicitation schemes. Increased inter-jurisdictional cooperation in the investigations is netting good results in catching and stopping these types of crimes more comprehensively than in the past.

The Public Administrator program investigates and administers the estates of persons who die with no will or without an appropriate person willing or able to act as administrator. In the last year, several estates contained residences with a large amount of personal property, which overextended resources and led to a backlog in the marshalling of these assets. This lengthened the time it takes to completely administer the estate. It became necessary to hire a fourth estate property officer to alleviate the backlog. This extra help position has led to the closing of many estates that had been open longer than 12 months. Generally, more estates have wills/trusts and executors who are able to administer them, which has decreased the number of estates referred to the Public Administrator. Additionally, the number of large estates continues to decrease resulting in lower overall distribution to heirs.

Major Issues to be Addressed

Ensure Basic Health and Safety for All

- Gang violence has increased in severity and sophistication within the County. This, combined with the anticipated long-term impact of the new Gang Intelligence Unit, is anticipated to increase the number of gang-related case prosecuted by the District Attorney's Office.
- There is now more awareness of identity theft because credit card companies are participating, through commercials, in making the public aware of the problem. Almost all identity theft cases involve multiple victims in multiple jurisdictions.
- Widespread dissemination of information on elder abuse has resulted in increased reporting. The population is aging thus the percentage of people who may be victimized in this way is growing. When you combine more victims with more people trained to report financial and physical abuse, it results in bigger caseloads.
- There were five in-custody-death investigations conducted in the prior year. There were delays in investigating these deaths due to the limited number of Inspectors available. Such investigations are time consuming and resources are limited.

Department Objectives

The District Attorney's Office will meet performance targets by doing the following:

Provide Victim Center Services to at Least 98% of Victims in All Cases and 58% of Victims in Felony Cases

- Maintain the level of outreach to victims by contacting 5,225 victims of crime in all cases and 1,300 victims in felony cases
- Reduce Gang Proliferation through effective prosecution and collaborative efforts with other public safety agencies

Prosecute 100% of Gang-Related Cases Referred to the District Attorney's Office that Meet the Standard for Filing

- Continue to work cooperatively with law enforcement to identify and prosecute gangs, including acquisition and identification of information on gang members
- Work with county policy to try to obtain civil injunctions to reduce visible gang activity by targeting specific locations

Aggressively Prosecute Elder Abuse

- Prosecute 100% elder abuse-related cases referred to the District Attorney's Office that meet the standard for filing
- Continue to participate in outreach efforts to educate the community on elder abuse
- Continue to provide training and investigative assistance to law enforcement to identify situations when senior citizens are at risk of either physical or financial abuse and provide training to financial institutions to identify and report situations of financial elder abuse

Aggressively Prosecute Public Corruption

- Spot-check Statements of Economic Interest for officials who file in San Mateo County
- Begin investigation to allegations of theft of public monies within 3 days of notification

Aggressively Prosecute Identity Theft

- Provide investigative assistance to law enforcement, financial institutions and organizations
- Participate in outreach efforts to educate the community on identity theft

Close 80% of Public Administrator Estates Within 12 Months

- Add a permanent part-time Extra Help Estate Property Officer in order to ensure that assets are efficiently marshaled from residences
- Implement semi-weekly meetings with Deputy Public Administrator's to ensure estates are closed within the established timeframe

Performance Measures Summary Table

Performance Measures	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Actual	FY 2006-07 Target	FY 2007-08 Target
What/How Much We Do					
Total cases reviewed	26,031	22,215	22,904	23,686	23,686
Total filings	22,325	18,994	16,871	17,088	17,088
Number of felony cases with victims	1,232	1,423	1,470	1,343	1,343
Number of victims contacted, including unsolved cases	4,754	5,018	5,460	5,312	5,312
Number of Public Administrator cases opened	68	64	44	63	63
Number of Public Administrator cases closed	66	61	65	65	65
How Well We Do It (Quality)					
Average number of cases reviewed by attorney	542	436	433	501	501
Percent of victims for whom services were provided	96%	97%	98%	98%	98%
Percent of Public Administrator cases closed within 12 months	100%	85%	71%	80%	80%
Is Anyone Better Off? (Outcome)					
Percent of total filings with conviction (excludes dismissals)	91%	92%	91%	--	--
Percent of felony cases where victim services were provided	55%	58%	64%	58%	59%
Average amount distributed to heirs through Estate Probate	\$69,550	\$39,816	\$32,329	\$88,507	\$88,507

**District Attorney/Public Administrator (2510B)
General Fund**

FY 2006-07 and 2007-08 Budget Unit Summary

	Actual 2004-05	Actual 2005-06	Revised 2005-06	Adopted 2006-07	Change 2006-07	Adopted 2007-08
SOURCES						
Fines, Forfeitures and Penalties	601,459	549,546	342,720	450,000	107,280	450,000
Use of Money and Property	80,724	74,178	85,500	71,175	(14,325)	71,175
Intergovernmental Revenues	11,566,522	11,711,818	11,906,297	12,097,782	191,485	12,097,782
Charges for Services	228,957	219,124	188,000	173,448	(14,552)	173,448
Miscellaneous Revenue	128,480	183,795	168,890	20,000	(148,890)	20,000
Total Revenue	12,606,141	12,738,459	12,691,407	12,812,405	120,998	12,812,405
Fund Balance	4,708,110	4,257,271	4,257,271	4,065,398	(191,873)	4,065,398
TOTAL SOURCES	17,314,251	16,995,730	16,948,678	16,877,803	(70,875)	16,877,803
REQUIREMENTS						
Salaries and Benefits	15,736,984	15,983,182	17,651,359	18,281,898	630,539	18,639,901
Services and Supplies	724,979	737,752	983,544	886,889	(96,655)	886,889
Other Charges	1,582,915	1,499,412	1,543,351	1,531,033	(12,318)	1,531,033
Fixed Assets		84,261	90,000	7,200	(82,800)	
Net Appropriations	18,044,879	18,304,607	20,268,254	20,707,020	438,766	21,057,823
Contingencies/Dept Reserves	3,047,707	2,596,868	2,596,868	2,503,414	(93,454)	2,503,414
TOTAL REQUIREMENTS	21,092,586	20,901,475	22,865,122	23,210,434	345,312	23,561,237
NET COUNTY COST	3,778,335	3,905,744	5,916,444	6,332,631	416,187	6,683,434
AUTHORIZED POSITIONS						
Salary Resolution	125.0	128.0	126.0	128.0	2.0	128.0
Funded FTE	121.1	123.0	121.6	123.0	1.4	123.0

FY 2006-07 Budget Overview**TOTAL SOURCES**

Total Sources decreased by \$70,875 or .4% from the FY 2005-06 Revised to the FY 2006-07 Adopted Budget due to the following changes:

Fines, Fees and Forfeitures

There is an increase of \$107,280 in this funding source due to the expected successful resolution of a pending civil penalties case.

Use of Money and Property

There is a decrease of \$14,325 in this funding source to better reflect past history and current trends.

Intergovernmental Revenues

There is an increase of \$191,485 in this funding source due to increases in realignment revenue of \$293, Public Safety Sales Tax (Prop. 172) revenue of \$254,862 and state and federal grants of \$96,890, which are offset by reductions in state grants in the amount of \$160,560.

Charges for Services

There is a decrease of \$14,552 in this funding source to better reflect past history and current trends.

Miscellaneous Revenue

There is a decrease of \$148,890 in this funding source due to completion of one-time start up costs, including office furniture, moving expenses and automation hardware for the Youth Services Center.

Fund Balance

There is an decrease of \$191,873 in this funding source due to lower savings as the result of fewer vacant positions.

TOTAL REQUIREMENTS

Total Requirements increased by \$345,312 or 1.5% from the FY 2005-06 Revised to the FY 2006-07 Adopted Budget due to the following changes:

Salaries and Benefits

There is a net increase of \$630,539 in this expenditure category due to the addition of one DA Investigator position, an increase of 37,218 in salary differential for all Supervising Deputy District Attorneys, and an increase to the County retirement contribution of 530,904. These increases were partially offset by a decrease in extra help and overtime costs.

Services and Supplies

There is a decrease of \$96,655 in this expenditure category due to a decrease in office furniture and equipment costs.

Other Charges

There is a decrease of \$12,318 in this expenditure category due primarily to decreases in Information Services Department (ISD) charges which are partially offset by increases to general liability insurance charges.

Fixed Assets

There is a decrease of \$82,800 in this expenditure category due to completion of a one-time the upgrade of three (3) servers for the Hall of Justice during FY 2005-06 and the one-time cost of \$7,200 to upgrade one (1) server in the South San Francisco office during FY 2006-07.

Contingencies/Departmental Reserves

There is a decrease of \$93,4541 in this expenditure category due lower than anticipated Fund Balance. The department's Reserves represents 12% of Net Appropriations exceeding the County's 2% Reserves policy.

NET COUNTY COST

There is an increase of \$416,187 or 7.0% in this Department's General Fund allocation. The increase is primarily the result of increases to the County's contribution for retirement.

FY 2007-08 Budget Overview**TOTAL SOURCES**

No Change.

TOTAL REQUIREMENTS

Total Requirements increased by \$350,803 or 1.5% from the FY 2006-07 to the FY 2007-08 Adopted Budget due to the following changes:

Salaries and Benefits

There is an increase of \$358,003 in this expenditure category due to salary and benefit cost increases.

Fixed Assets

There is a decrease of \$7,200 in this expenditure category due to realized one-time expenditure in the prior year.

NET COUNTY COST

There is an increase of \$350,803 or 5.4% in this Department's General Fund allocation due to salary and benefit cost increases.

District Attorney/Public Administrator (2510B) Resource Allocation Summary

	Actual 2004-05	Actual 2005-06	Revised 2005-06	Adopted 2006-07	Change 2006-07	Adopted 2007-08
Salary Resolution	125.0	128.0	126.0	128.0	2.0	128.0
Funded FTE	121.1	123.0	121.6	123.0	1.4	123.0
Total Requirements	21,092,586	20,901,475	22,865,122	23,210,434	345,312	23,561,237
Total Sources	17,314,251	16,995,730	16,948,678	16,877,803	(70,875)	16,877,803
Net County Cost	3,778,335	3,905,744	5,916,444	6,332,631	416,187	6,683,434

NCC Breakdown

Federal Grants Match			110,000	110,000		110,000
State Grants Match			19,007	17,296	(1,711)	17,296
Realignment MOE			158,564	158,857	293	158,857
Proposition 172 MOE			5,628,873	6,046,478	417,605	6,397,281

Program Net County Cost

The portion of this program's FY 2006-07 Adopted Budget which is funded by the General Fund or Net County Cost (NCC) is \$6,332,631 or 27%, of which \$5,722,288 or 97.8% is discretionary. This discretionary amount includes Mandated Services currently provided with no maintenance-of-effort (MOE) or local match requirements. Mandated Services with no specified MOE requirements include the County's budget for Public Safety services which currently exceeds the Public Safety Sales Tax MOE by \$87 million. The Mandated Services amount reflected in this program includes a portion of this Public Safety overmatch.

FY 2006-07 Program Funding Adjustments

The following are significant changes from the FY 2005-06 Current Year Revised to the FY 2006-07 Adopted Budget:

1. Adjustments to Provide Current Level of Services

Budget adjustments have been made as follows: County retirement contribution increases; increase in Public Safety Sales Tax (Prop. 172) and Fines, Forfeitures and Penalties revenue; an increase in salary differential for all Supervising Deputy District Attorneys, offset by a reductions to extra help and overtime costs have resulted in a decrease in salary and benefits and services and supplies; and deletion of one-time Fixed Assets purchases.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
86,665	352,501	0	0	265,836	0

2. Addition of One District Attorney Inspector

The addition of one District Attorney Inspector is needed to provide follow-up investigative resources for cases which have been filed and the investigation is necessary to complete the prosecution. This position will be funded by an increase to net county cost.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	150,351	0	0	150,351	1

3. Part-time Estate Property Officer

Ongoing increases in workload for the Public Administrator Estate Property Officers necessitates the need to convert current Extra Help to a part-time permanent position. There is no increase to Net County Cost as a result of this adjustment.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	0	0	0	0	1

4. Criminal Justice Information System (CJIS) Project Management

An Information Technology Manager position is added to the County Manager's Office to provide operational coordination and leadership for overall CJIS implementation. The position will manage the relationships between all CJIS partners and ensure that the strategies and direction provided by the CJIS Board, including migration off the County mainframe, are implemented. The District Attorney's Office, Sheriff's Office, Probation and the Court have included \$41,000 to offset the cost of the position to the County Manager's Office. This package represents the District Attorney's portion.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(41,000)	0	0	(41,000)	0
0	41,000	0	0	41,000	0

5. COPS State Funding Increase

Increase in State Law Enforcement Supplemental Fund (SLESF), also known as "State COPS funds," helps offset the cost of one DA Inspector and the partial cost of one Deputy District Attorney.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
34,333	34,333	0	0	0	0

6. Adjustment to Fund Balance

Lower than anticipated savings were realized due to fewer department vacancies. Adjustments to on-going appropriations and departmental reserves have been made prevent future Fund Balance shortfalls.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(191,873)	(98,419)	0	(93,454)	0	0

TOTAL FY 2006-07 PROGRAM FUNDING ADJUSTMENTS

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(70,875)	438,766	0	(93,454)	416,187	2

FY 2007-08 Program Funding Adjustments

The following are significant changes from the FY 2006-07 to the FY 2007-08 Adopted Budget:

7. Adjustments to Provide Current Level of Services

Salaries and Benefits have been increased to include annualization negotiated increases, as well as merit increases and higher benefit costs.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	358,003	0	0	358,003	0

8. Removal of One-Time Cost of Replacing a Server

Funding for one-time cost of replacing one server in the South San Francisco District Attorney's Office has been removed. A corresponding reduction to revenue has been included.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(7,200)	0	0	(7,200)	0

TOTAL FY 2007-08 PROGRAM FUNDING ADJUSTMENTS

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	350,803	0	0	350,803	0

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