

**COUNTY OF SONOMA
AGENDA ITEM
SUMMARY REPORT**

Clerk of the Board Use Only
Meeting Date **Held Until**
 / / / /
Agenda Item No: **Agenda Item No:**
 _____ _____

Department: District Attorney

() **4/5 Vote Required**

Contact:
Karen Martin

Phone:
(707) 565-2319

Board Date:
7/14/09

Deadline for Board Action:

AGENDA SHORT TITLE: Restitution Contract

REQUESTED BOARD ACTION:

Resolution authorizing the District Attorney to renew an agreement between the Victim Compensation and Government Claims Board and the Sonoma County District Attorney Victim Assistance Center for the purpose of ensuring that restitution fines and orders are properly administered for FY 09/10

CURRENT FISCAL YEAR FINANCIAL IMPACT

EXPENDITURES

ADD'L FUNDS REQUIRING BOARD

Estimated Cost \$ 75,000

Contingencies \$
(Fund Name:)

Amount Budgeted \$ 75,000

Unanticipated Revenue \$
(Source:)

Other Avail Approp. \$
(Explain below)

Other Transfer(s) \$
(Source:)

Additional Requested: \$

Add'l Funds Requested: \$

Explanation (if required): Funds are included in adopted FY 09/10 budget.

Prior Board Action(s): The Board has approved this agreement annually since 1997.

Alternatives - Results of Non-Approval: This program would be discontinued

Background:

The State Victim Compensation and Government Claims Board has a program which funds District Attorney staff to be assigned to work with the State Victim Compensation and Government Claims Board in an effort to ensure restitution fines and orders are properly administered in accordance with applicable statutes.

The State Victim Compensation and Government Claims Board has offered to continue a position of Legal Assistant in the District Attorney's Office for FY 2009/10, for a maximum \$75,000. Funds are included in the FY 09/10 adopted budget.

A position of Legal Assistant was established to assist the District Attorney in ensuring that the victims of crime are provided with appropriate restitution orders and that the appropriate restitution fines are imposed on convicted defendants. To accomplish this, the Legal Assistant works closely with Deputy District Attorneys, the Courts, Probation Department, victims and the State Victim Compensation and Government Claims Board. The Legal Assistant is responsible for conducting legal research; preparing legal documents; maintaining records; conducting computer legal processing; appearing in court to assist in litigation, and monitoring cases as they proceed through prosecution; plans and conducts training on the topic of restitution to attorneys, judges, probation, reviews; analyzes and interprets State regulations, directives, notices and court decisions related to restitution; provides technical expertise and explains the department's position to interested parties; answers specific questions of staff, clients, etc., requiring interpretation and application of regulations on a case by case basis; prepares reports, statistical summaries and other documents, identifies problem areas and assesses needs for training and clarification, and recommends solutions to problems and changes to policy.

The agreement contributes to salary and benefit for a maximum of \$75, 000 for FY 09/10. The District Attorney will invoice the State Victim Compensation and Government Claims Board on a monthly basis and receive reimbursement for actual expenses. No matching funds are required.

Attachments: Resolution

On File With Clerk: VCGCB Contract

CLERK OF THE BOARD USE ONLY

Board Action (If other than "Requested")

Vote:

Background: (Continued)

REQUESTED ACTION:

Approve the resolution authorizing the District Attorney to renew an agreement between the Victim Compensation and Government Claims Board and the Sonoma County District Attorney Victim Assistance Center for the purpose of ensuring that restitution fines and orders are properly administered for FY 09/10