

**Priority:** Safety  
**Program Offer Type:** Support  
**Related Programs:**

**Lead Agency:** District Attorney  
**Program Contact:** Scott Marcy

**Program Characteristics:**

**Executive Summary**

This program processes discovery requests and maintains the physical files and records on cases in the District Attorney's office.

**Program Description**

The Discovery/Records program fulfills the offices statutory responsibility to provide case specific discovery documents such as police reports to the public and private defense attorney's. The program also provides file storage and retrieval for the entire District Attorney's office maintaining approximately 34,000 closed and open cases files at any given time.

**Program Justification**

The District Attorney's Support Programs provide logistical, clerical, financial, Human Resource, technical expertise and/or general support to all direct service operations programs assigned to the County's Safety and Basic Needs priorities.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY05-06)	Current Year Purchased (FY06-07)	Current Year Estimate (FY06-07)	Next Year Offer (FY07-08)
Output	Total number of Discovery packets created.	23,002	24,750	23,300	23,150
Outcome	Total amount of Discovery revenue collected.	216,251	195,800	219,175	210,000

**Performance Measure - Description**

Total number of Discovery packets- the number of discovery packets created.

Total amount of Discovery revenue- general fund revenue dollars from the sale of discovery.

## Legal/Contractual Obligation

ORS 8.850 Offices, supplies and stenographic assistance for district attorneys and deputies, ORS 8.700 Register to be kept. The district attorney must keep a register of official business, in which the district attorney shall make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2007	2007	2008	2008
Personnel	\$209,299	\$0	\$261,251	\$0
Contracts	\$1,737	\$0	\$0	\$0
Materials & Supplies	\$28,493	\$0	\$16,884	\$0
Internal Services	\$72,695	\$0	\$92,073	\$0
Subtotal: Direct Exps:	<b>\$312,224</b>	<b>\$0</b>	<b>\$370,208</b>	<b>\$0</b>
Administration	\$0	\$0	\$0	\$0
Program Support	\$0	\$0	\$0	\$0
Subtotal: Other Exps:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Total GF/non-GF:	<b>\$312,224</b>	<b>\$0</b>	<b>\$370,208</b>	<b>\$0</b>
Program Total:	<b>\$312,224</b>		<b>\$370,208</b>	
Program FTE	4.00	0.00	5.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$195,800	\$0	\$210,000	\$0
Program Revenue for Admin	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$195,800</b>	<b>\$0</b>	<b>\$210,000</b>	<b>\$0</b>

## Explanation of Revenues

This program should generate \$210,000 in general fund revenue from the sale of Discovery.

## Significant Program Changes

### Last year this program was:

Materials and Services and Professional Services costs were calculated by reviewing the previous 12 month history of costs and then in most cases adding the 3.25% inflationary factor.