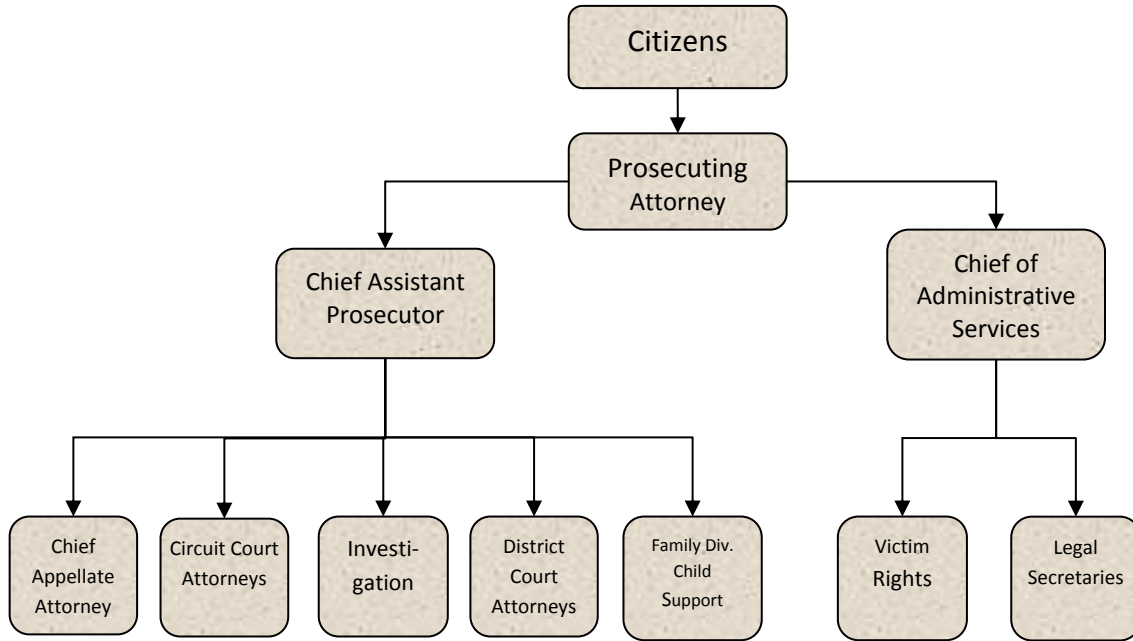




# Prosecuting Attorney

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## Mission Statement

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To perform all duties and responsibilities of the Chief Law Enforcement Officer of Jackson County as required by law. To ensure that all actions brought by the State of Michigan in Jackson County are well founded in fact, law, and serve the interests of justice. To provide accountability and accessibility as well as the highest level of representation to the people of Jackson County in a fair and impartial manner emphasizing justice, protection, and integrity.

## Programs

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[Prosecution](#)

[Family Division](#)

[Victim's Rights](#)

# Prosecution

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## Activities

The Prosecutor's Office conducts trials and issues misdemeanor and felony warrants. The Prosecutor's Office attends mental health hearings at Henry Ford Allegiance Health, Child Advocacy Center interviews; participates in Recovery Court, Veterans Court, and Mental Health Court. The Prosecutor's Office is also on-call for legal issues, reviewing search warrants, and reviewing and authorizing abuse and neglect petitions.

## Strategic Plan Impact

### ✓ Safe Community

The County Prosecutor's Office supports the safe community strategic vision by helping to create a community where residents can peacefully coexist and participate in all aspects of life. They do this by reviewing and authorizing all warrant requests, determining appropriate charges, and prosecuting criminal cases. They provide advice and assistance to legal and support staff and coordinate work with all law enforcement agencies; twp., city, county, state, federal.

## Accomplishments

- ✓ January 1, 2017 thru December 31, 2017: 5,327 warrant requests reviewed, 3,803 warrants authorized, 1,466 warrants denied; 858 petition reviewed; 149 cases reviewed for Recovery Court, 83 admitted, 29 successfully completed; 80 cases reviewed for Mental Health Court, currently 23 participants, 10 successfully completed; attended 279 requests for Child Advocacy Center interviews and 235 actual interviews. An Assistant Prosecuting Attorney is present at every Child Advocacy Center interview
- ✓ Appellate prosecutor handled: 7 District Court, 128 Circuit Court, 76 Court of Appeals, 28 Supreme Court, 6 Federal District Court, 9 Sixth Circuit Court, and 1 US Supreme Court arguments.
- ✓ Also, our prosecutors handled 51 Circuit Court trials over 200 half days, 502 cases and 33 hearings in Family Division consisting of 122.5 hours in court and 50 trials in District Court.
- ✓ Abuse/Neglect Assistant Prosecutor spends a minimum of two full days per week attending various hearings and trials with an additional third day for Jury Trials.
- ✓ Assistant prosecutors spent 108 hours reviewing mental health petitions and attending mental health hearings at the hospital two to three times per week. Assistant Prosecutors reviewed 508 new mental health petitions, 75 reopened petitions, and 33 petitions for second or continued orders.



- ✓ In addition to trials, prosecutors handled pre-trial conferences, pre-exam conferences, preliminary examinations, motions, formal hearings, pre-sentence investigations, and sentencing. To complete these steps, support staff inputted all information and updates into the computer systems, ran criminal history checks, created files, produced forms, compiled discovery info for defense attorneys, ran subpoenas, created writs to bring defendants from prisons and jails, created witness lists, charging documents, filed motions, and closed files.
- ✓ Initiated an interactive web site to provide greater contact with the public.
- ✓ Initiated a paperless office through document imaging and wireless laptops in courtrooms
- ✓ Monthly coffee meetings with citizens.
- ✓ Participated on many boards including Safe Communities Board meetings, Domestic Violence Coordinating Council, created a Human Trafficking Crime Task Force, Heroin and Prescription Drug Task Force, Drug Summit IV, and participated in Child Death Review Board.
- ✓ Created Juvenile Violent Crimes Unit and Financial Scams on Seniors and Elder Abuse Assistant Prosecuting Attorney.
- ✓ Presentations on Financial Scams on Seniors and Legal Updates training for Police Officers.
- ✓ Prosecutor changed the charging policy on Resisting and Obstructing charges resulting in less trials and estimated cost savings for Circuit Court in 2014 between \$35,000 to \$70,000 in felony indigent defense fees.
- ✓ Began doing drug forfeiture cases for Jackson Narcotic Enforcement Team and Michigan State Police.
- ✓ Obtained accreditation for Child Advocacy Center.
- ✓ Worked closely with local Department of Human Services Director to reduce cost of expert witness fees on abuse and neglect cases.
- ✓ Created a system of non-lodged warrant review whereby individual Assistant Prosecutors are assigned to a specific agency (ies) to increase efficiency and enhance communication and cooperation with law enforcement.
- ✓ Instituted use of trial teams on serious felony cases.
- ✓ Initiated Economic Crimes Unit for retail fraud and bad check cases.

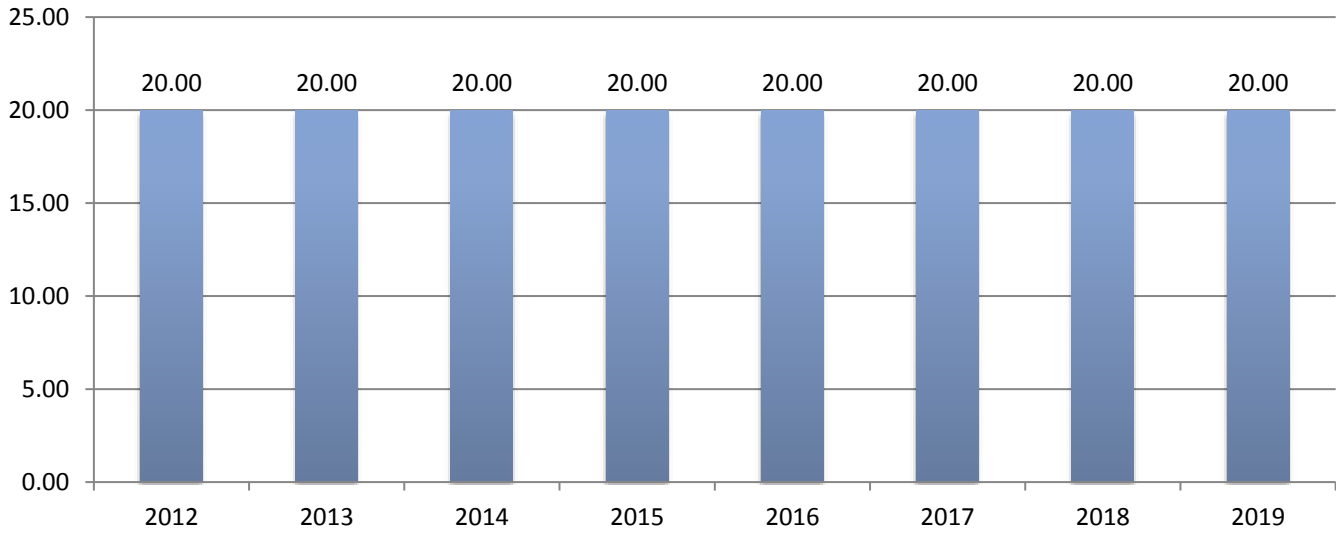
### **Budget Adjustments**

We are requesting the purchase of an OnBase Module called LEAP (Law Enforcement Agency Portal) to aid workflow, enhance communication, and ensure efficiency in regard to the processing of warrants. The LEAP is a cloud based portal that enables Law Enforcement to communicate directly with our office through a secure, auditable channel. LEAP facilitates the electronic warrant request submission process and manages the communication and interaction between the Law Enforcement Agency and our office. The total cost to implement the LEAP module is \$70,870.

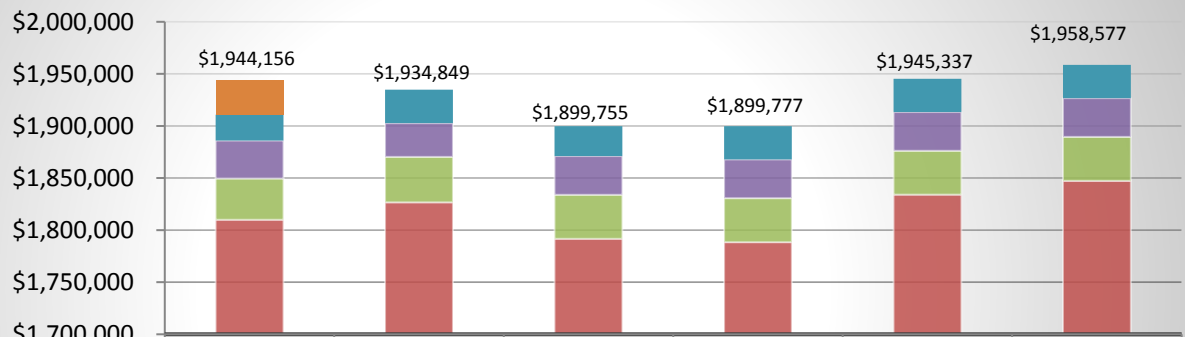
# Prosecuting Attorney



## Prosecuting Attorney FTE History



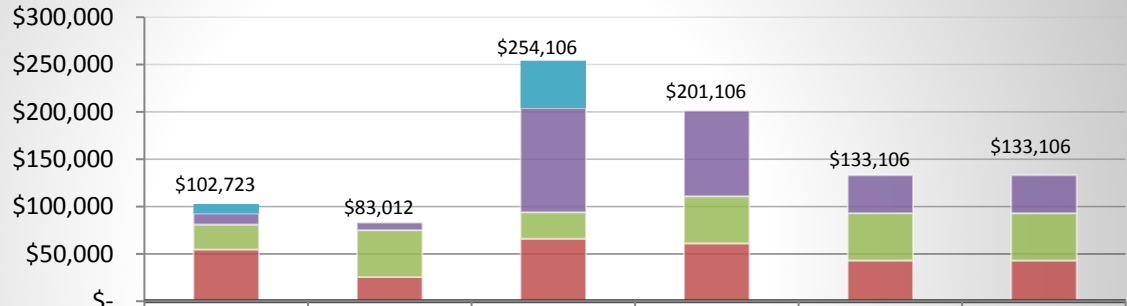
## Prosecuting Attorney Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 DEPT REQUESTED	DRAFT 2019 BUDGET	Draft 2020 BUDGET
CAPITAL OUTLAY	\$33,253	\$-	\$-	\$-	\$-	\$-
OTHER EXPENSES	\$24,937	\$32,089	\$28,645	\$31,927	\$31,927	\$31,927
CONTRACT SERVICES	\$36,426	\$32,509	\$37,200	\$37,200	\$37,200	\$37,200
SUPPLIES & MATERIALS	\$39,549	\$43,493	\$42,180	\$42,180	\$42,180	\$42,180
PERSONNEL SERVICES	\$1,809,991	\$1,826,758	\$1,791,730	\$1,788,470	\$1,834,030	\$1,847,270
<b>TOTAL PROGRAM COSTS</b>	<b>\$1,944,156</b>	<b>\$1,934,849</b>	<b>\$1,899,755</b>	<b>\$1,899,777</b>	<b>\$1,945,337</b>	<b>\$1,958,577</b>



### Prosecuting Attorney Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 DEPT REQUESTED	2019 BUDGET	Draft 2020 BUDGET
TRANSFERS IN	\$10,000	\$-	\$50,000	\$-	\$-	\$-
OTHER	\$11,660	\$7,890	\$110,106	\$90,106	\$40,106	\$40,106
INTERGOVERNMENTAL	\$26,413	\$49,470	\$28,000	\$50,000	\$50,000	\$50,000
CHARGES/FEES	\$54,650	\$25,652	\$66,000	\$61,000	\$43,000	\$43,000
<b>TOTAL PROGRAM REVENUE</b>	<b>\$102,723</b>	<b>\$83,012</b>	<b>\$254,106</b>	<b>\$201,106</b>	<b>\$133,106</b>	<b>\$133,106</b>

### Strategic Outcomes

Indicator	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Target	2016 Target	2017 Target
Percent of respondents who say they feel very or somewhat safe in their neighborhood during the day.	84%	*	92%	*	95%	95%	95%
Percent of respondents who say their overall feeling of safety is good or excellent.	*	*	49%	*	51%	51%	51%

### Other Key Indicators

Indicator	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Warrants Reviewed	3191	3,200	3,576	3,600	3,823	6,067	5,368
Warrants Authorized	2303	2,400	2,751	2,772	2,789	4,604	3,871
Warrants Denied	888	950	825	828	1,034	1,435	1,496
Cases reviewed per Assistant Prosecutor(10)	319	325	358	360	383	606	536

# Prosecuting Attorney



## Other Key Indicators

<u>Indicator</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Warrants Reviewed	4,000	4,000	4,000
Warrants Authorized	2,000	2,000	2,000
Warrants Denied	2,000	2,000	2,000
Cases reviewed per Assistant Prosecutor(10)	400	400	400



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# Family Division

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## Activities

Pursuant to a Cooperative Reimbursement Agreement with the State of Michigan Office of Child Support, the Family Division establishes paternity for children that are born out of wedlock in Jackson County. Pursuant to this agreement, the Family Division also establishes child support orders in those paternity cases and in child support cases where paternity is not an issue.

## Strategic Plan Impact

- ✓ **Safe Community**

The child support program advances community safety by establishing paternity and child support orders for over 1,000 children in Jackson County each year. The benefits to the community are widespread in that it helps keep kids in school, daycare, and off the streets

- ✓ **Economic Development**

This program advances economic development in that a custodial parent who receives child support for his/her children will spend money in the community on food, clothing, shelter, etc...Further, some of these children will be able to go off state assistance with the financial support of both parents. Children will have more educational opportunities.

- ✓ **Healthy Community**

The child support program advances a healthy community. Children that are supported by both parents have better access to health care and more access to medical treatment. When children are better taken care of, they present less of a health risk to their peers at school and daycare.

- ✓ **Recreational & Cultural Opportunities**

When children are supported by both parents, they have more opportunities to engage in recreational and cultural activities. Financially, they have more financial resources available to them to allow them to engage in such activities and development.

## Accomplishments

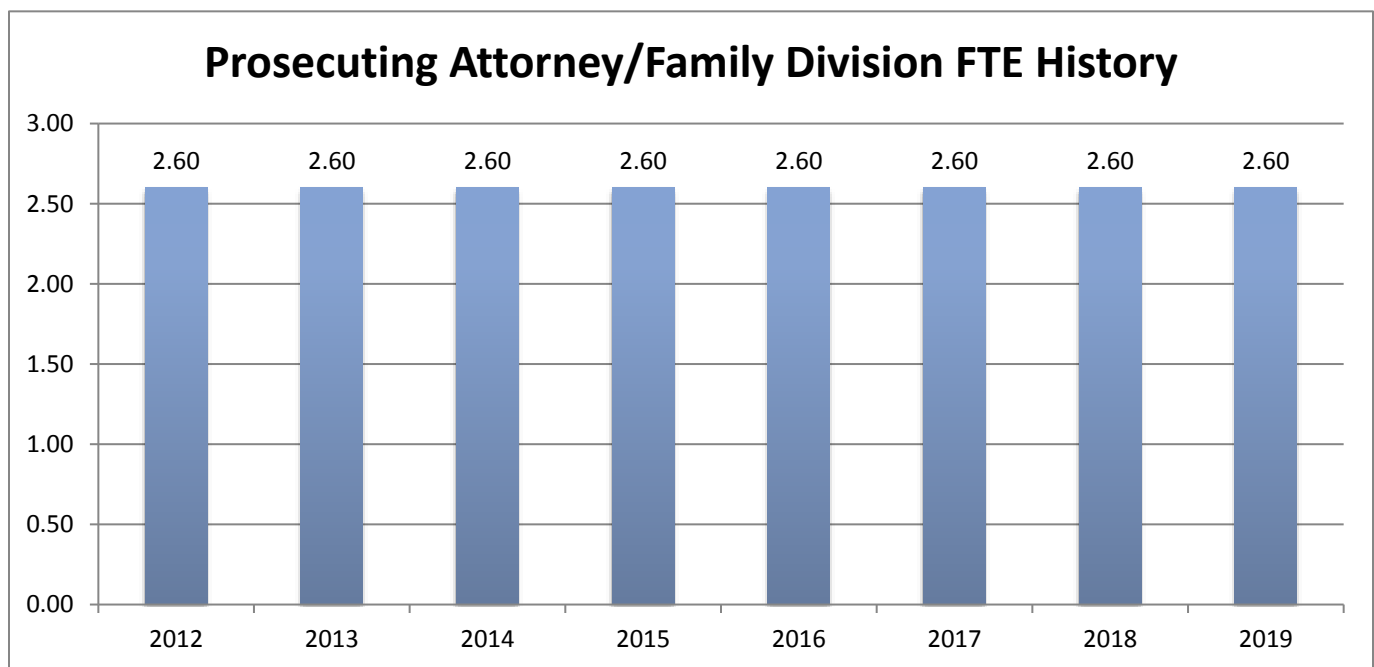
- ✓ With all of the budget challenges and cuts, we have managed to increase our efficiency and our output significantly. We are constantly working to streamline our daily functions and we are continually improving our establishment procedures. This results in more child support going to parents to support the children in Jackson County.

# Prosecuting Attorney

- ✓ We have reduced our full time staff by 50% since 2003, and by 33% since 2008. We are obtaining more orders than in 2003, with less staff, and every year we increase that number. This amounts to more children being financially supported by both parents. The child support program is a necessary state and federal mandated program. It is imperative to the future of our children and our local economy to have these children supported by their parents.

## Budget Adjustments

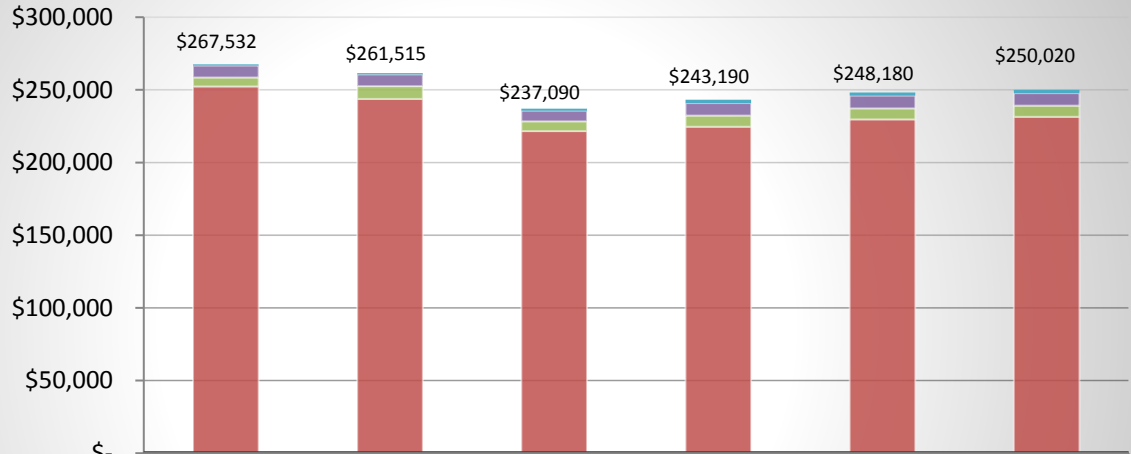
There are no significant budget adjustments to this program.





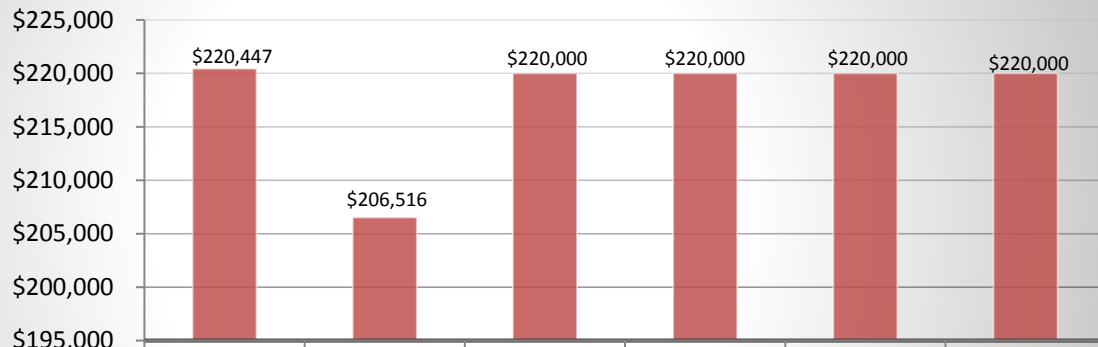


### Prosecuting Attorney/Family Division Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 DEPT REQUESTED	2019 BUDGET	Draft 2020 BUDGET
OTHER	\$870	\$917	\$1,505	\$2,255	\$2,255	\$2,255
CONTRACT SERVICES	\$8,147	\$7,985	\$7,200	\$8,600	\$8,600	\$8,600
SUPPLIES & MATERIALS	\$6,155	\$8,860	\$6,785	\$7,685	\$7,685	\$7,685
PERSONNEL SERVICES	\$252,360	\$243,753	\$221,600	\$224,650	\$229,640	\$231,480
<b>TOTAL PROGRAM COSTS</b>	<b>\$267,532</b>	<b>\$261,515</b>	<b>\$237,090</b>	<b>\$243,190</b>	<b>\$248,180</b>	<b>\$250,020</b>

### Prosecuting Attorney/Family Division Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 DEPT REQUESTED	2019 BUDGET	Draft 2020 BUDGET
INTERGOVERNMENTAL	\$220,447	\$206,516	\$220,000	\$220,000	\$220,000	\$220,000
<b>TOTAL PROGRAM REVENUE</b>	<b>\$220,447</b>	<b>\$206,516</b>	<b>\$220,000</b>	<b>\$220,000</b>	<b>\$220,000</b>	<b>\$220,000</b>

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Strategic Outcomes							
Indicator	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Target	2016 Target	2017 Actual
Child Support Orders Established	539	600	501	525	525	525	533
Paternity Cases Established	227	220	217	225	225	225	221

Other Key Indicators							
Indicator	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Target	2016 Target	2017 Actual
In Office Meetings With Parents	1,421	1,400	1,417	14,15	1,400	1,400	1304
Full-time Employees	2	2	2	2	2	2	2
Cases Established Full-time Employee	300	300	No Submission	300	300	300	300
Avg # of Weeks from Filing to Obtaining a Support Order	10	10	No Submission	10	13	13	13

Strategic Outcomes							
Indicator	2018 Target	2019 Target	2020 Target				
Child Support Orders Established	533	533	533				
Paternity Cases Established	220	220	220				

Other Key Indicators							
Indicator	2018 Target	2019 Target	2020 Target				
In Office Meetings With Parents	1300	1300	1300				
Full-time Employees	2	2	2				
Cases Established Full-time Employee	300	300	300				
Avg # of Weeks from Filing to Obtaining a Support Order	13	13	13				



# Victim's Rights

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## Activities

The Victims' Rights Division identifies and notifies all victims of a charged felony, serious misdemeanor, and juvenile crime of their rights and how to exercise these rights; provides assistance with oral/written victim impact statements; provides written and/or verbal notice of all court proceedings and their outcome; assist in registering with MI-VINE for automated notifications, if that is how they wish to be notified; notifies victims of the availability of the crime victims' compensation board and assisting with applications; assists with restitution collection; accompanies victims to court and acts as support person during testimony, assists in getting property returned to victims, provides courtroom orientation; sets up appointments for victims to meet with the prosecutor; and provides outreach to homebound/hospitalized victims.

Additionally, the Victim's Rights Division makes presentations to groups, schools, and other groups.

## Strategic Plan Impact

✓ **Safe Community**

The Victim Rights Unit is a state-mandated program charged with assisting victims of crime in the criminal justice system. The unit provides constitutional rights afforded to victims of crime through notifications, court assistance, referrals, restitution and all of the legal rights spelled out in the Victim Rights Act. The unit ensures that victims are treated with dignity and respect during the court experience.

✓ **Economic Development**

The Victim Rights Unit indirectly advances the objective of Economic Development through the recovery for victims who have suffered a financial loss as a result of crime. The Program assists businesses, citizens, organizations, schools and all entities in obtaining restitution for their losses. This is accomplished through helping victims accurately compile and report losses to the court, so that equitable reimbursement is a part of the final judgment. Follow up is also done to ensure victims receive their court ordered payments.

✓ **Healthy Community**

The Victim Rights Unit assists injured victims of crime through a variety of resources and referrals, thus contributing indirectly to the preservation of a healthy community. Financial assistance and referrals for both physical and emotional injury are addressed by the Victim Rights Unit. This is accomplished through application to the State of Michigan Crime Victim Services Commission to financially assist injured victims of crime by paying health care providers for victims who would otherwise be unable to seek treatment. We follow up with



## Prosecuting Attorney

the Jackson County Health Department to make sure offenders who have been ordered to undergo HIV testing is complete and the victims who want the results have been notified.

### ✓ **Recreational & Cultural Opportunities**

The Victim Rights Unit works with crime victims of diverse cultural backgrounds and annually conducts a Tribute and Memorial bringing together all victims from the community. While crime is random and does not recognize cultural differences, we do. Staff accommodates and allows for the varied methods of grieving and loss with an emphasis on respect for any cultural expression.

## Accomplishments

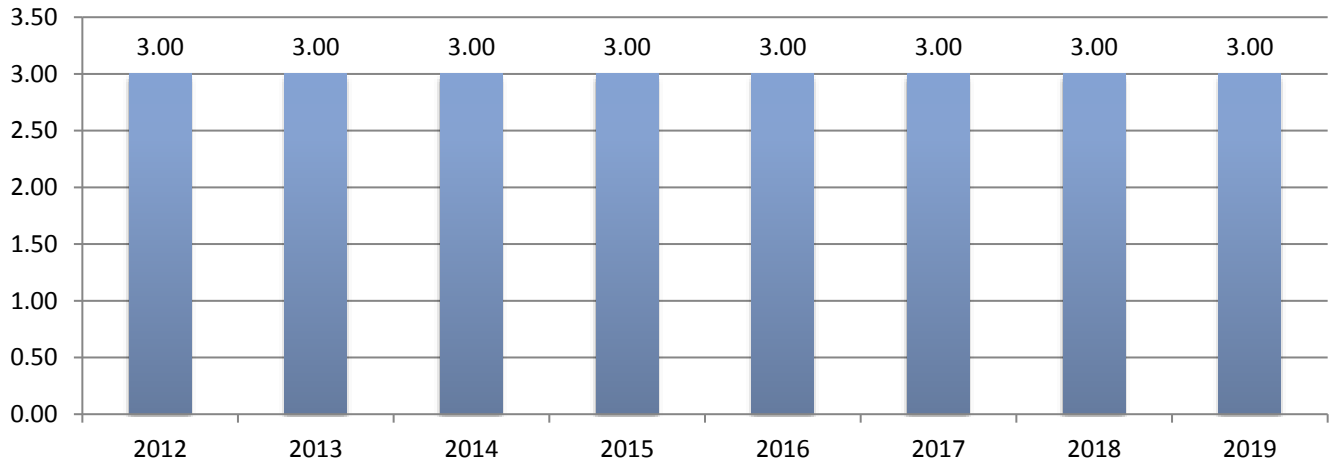
- ✓ 4,523 victims of crime were notified of their rights.
- ✓ 54% chose to exercise their rights from the arraignment thru the appellate process.
- ✓ 2,734 victims and witnesses utilized the victim rights waiting area.
- ✓ 7,598 letters were mailed to victims.
- ✓ Switched from pre-paid postage to business reply mail to save money in postage.
- ✓ Started on-line registration for court notification through MI-VINE by email, phone call or text, saving on the cost of paper and postage.
- ✓ Added office letterhead to ACT system computer generated letters.
- ✓ Activities to promote community awareness include: annual tribute to crime victims, memorial re-dedication, presentations to community group, trains volunteers and provides staff support for the juvenile victim impact panel, maintains a safe waiting area for victims and a toy room for children.
- ✓ Attended over 200 court dates with victims.
- ✓ Sat in on over 250 meetings with victims.
- ✓ Attended 3 Parole Board hearings with victims.
- ✓ Attended 2 hearings at the Court of Appeals with victims.
- ✓ Attended trainings to further education in Victim Rights, per the state grant.
- ✓ Attended monthly meetings with the Child Advocacy Center Multi-Disciplinary Team.

## Budget Adjustments

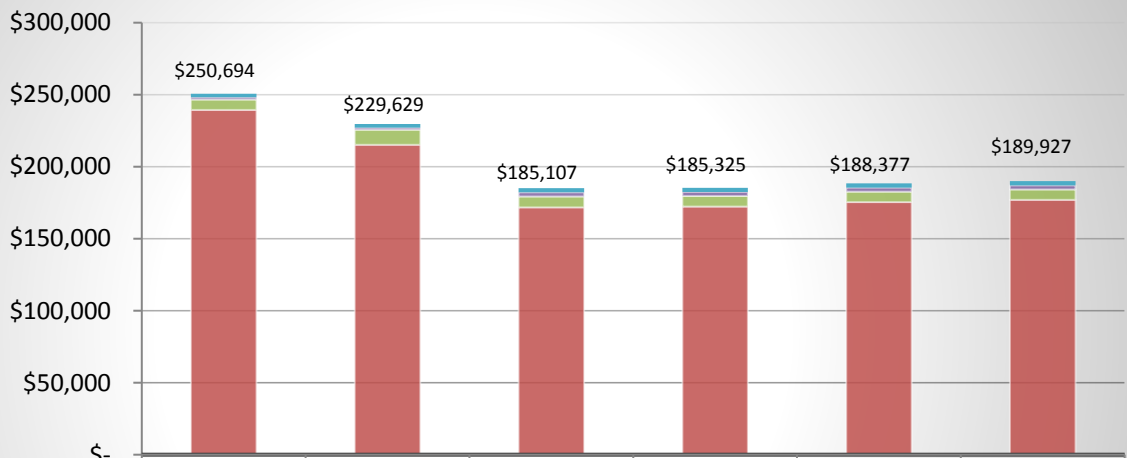
We are anticipating an increase in state funding – the state grant has yet to be released.



### Prosecuting Attorney/Victims Rights FTE History



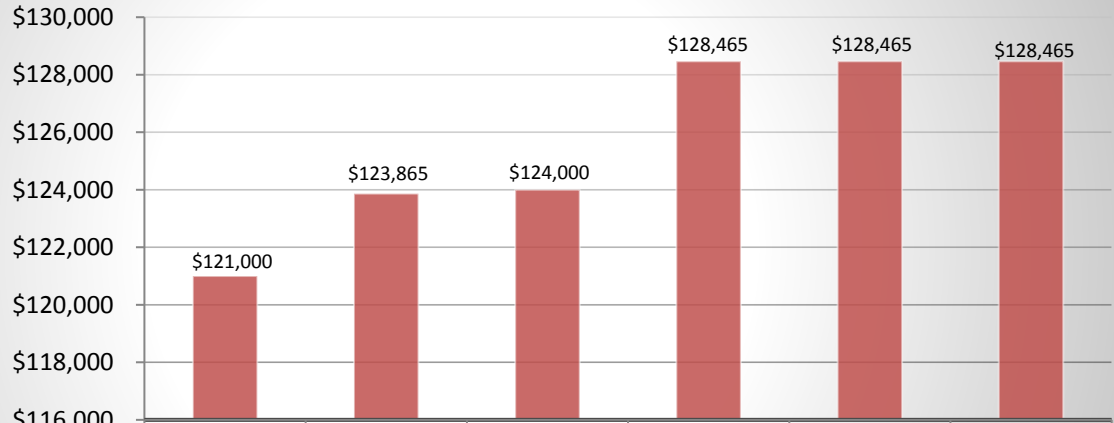
### Prosecuting Attorney/Victims Rights Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 DEPT REQUESTED	2019 BUDGET	Draft 2020 BUDGET
OTHER	\$2,512	\$2,560	\$2,897	\$2,897	\$2,897	\$2,897
CONTRACT SERVICES	\$1,525	\$1,409	\$2,910	\$2,800	\$2,800	\$2,800
SUPPLIES & MATERIALS	\$7,247	\$10,449	\$7,500	\$7,300	\$7,300	\$7,300
PERSONNEL SERVICES	\$239,410	\$215,211	\$171,800	\$172,328	\$175,380	\$176,930
<b>TOTAL PROGRAM COSTS</b>	<b>\$250,694</b>	<b>\$229,629</b>	<b>\$185,107</b>	<b>\$185,325</b>	<b>\$188,377</b>	<b>\$189,927</b>

# Prosecuting Attorney

## Prosecuting Attorney/Victims Rights Revenues



OTHER	\$121,000	\$123,865	\$124,000	\$128,465	\$128,465	\$128,465
TOTAL PROGRAM REVENUE	\$121,000	\$123,865	\$124,000	\$128,465	\$128,465	\$128,465

## Strategic Outcomes

Indicator	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Target	2016 Target	2017 Target
Felonies	No Submission	2,270	2,275	2,300	2,325	2,335	2,350
Serious Misdemeanors	No Submission	1,025	1,043	1,100	1,200	1,235	1,250
Juvenile	No Submission	450	467	500	500	500	500

## Other Key Indicators

Indicator	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Target	2016 Target	2017 Target
Notification & Outcomes of proceedings provided to Victims	No Submission	11,000	10,989	11,000	11,100	11,125	11,150
Victim Advocates	3	3	3	3	3	3	3
Number of victims utilizing all rights and services provided.	No Submission	50%	53%	60%	50%	50%	50%
Felony	No Submission	610	689	750	800	825	850



## Prosecuting Attorney

Serious Misdemeanor	No Submission	510	518	550	560	570	580
Juvenile	No Submission	260	277	300	300	300	300