



**State of Utah**  
**Indigent Defense**  
**Commission**  
**SIMPLIFIED GRANT**  
**APPLICATION:**

State Fiscal Year 2023

**1) Grantee Name & Address:**

Weber County Corporation  
 PO Box 150801  
 Ogden, UT 84401

<b>2) Grant Number:</b>	23D	<b>3) Modification Number:</b>	1
<b>4) Grant Project Director:</b>	James M. Retallick	<b>5) Phone:</b>	801-399-8686
<b>6) Email:</b>	jretallick@webercountyutah.gov	<b>7) Length of Grant:</b>	Up to 6 months
<b>8) Grant Start Date:</b>	1-1-2023	<b>9) Grant End Date:</b>	06-30-2023

**10) Budget for Request** (Unless otherwise approved by the IDC, System expenses must be paid prior to reimbursement and must be reported for the month or quarter in which the expense is incurred.)

Total of Request(s): \$141,987.06

**11) Summary of Request(s)**

Priority Category (1, 2, 3 or 4)	Short Description	Amount
2	Bonuses for specialty contract attorneys	14,122.00
3	Administrative Support Personnel (2)	38,826.26
3	Social Workers (2)	56,000.00
3	BSW and MSW Interns (3)	9,720.00
4	Office Equipment, Supplies and Software for 2 new admin assistants, 2 social workers and 3 interns	23,318.80
		\$0.00
		\$0.00
		\$0.00

**12) Detailed Description of One-Time, Short-Term Grant Request(s)** (use additional sheets if needed):


**Priority 2:**

The WPDG is seeking bonuses for our specialty attorney Randy Marshall in \$7,636.00 and Grant "Bill" Morrison of \$6,486.00.

Randy and Bill have specialty contracts with Weber County. Their specialty contracts comprise significantly more than 50% of their total practices. The contracts began 1 November 2019 and expire 31 December 2024. Randy and Bill handle all 1st degree homicide cases (including capital cases) and 1st degree sex offenses. The contracts pay \$120/hr. for non-capital and \$170/hr. for capital cases. These specialty contracts have proved to be extremely beneficial: both to defendants who receive individualized and expert representation and to our other team members who would otherwise be required to add such heavily weighted and time-consuming cases to their already heavy caseloads.

There have been no increases in the amount these specialty attorneys are allowed to bill since 2019. The County granted our contractors a 9% COLA increase due to a provision in their contracts. No such provision exists in the specialty contracts. The only way to increase the rates in the specialty contracts is by resolution approved by the county commissioners. If the specialty attorney contract rate was increased to a reasonable \$135/hr. and \$180/hr. respectively, Bill Morrison would have made an additional \$6,486.00 and Randy Marshall would have made 6,611.00 on the specialty contract and \$1,025.00 on the capital contract.

(Continued...)

<b>13) One-Time, Short-Term Grant Request(s) Approved:</b>	
\$56,000.00 for 2 social workers - 1 juvenile delinquency, 1 adult criminal district court \$9,720.00 for 3 student social work internships, effective April 1 - June 30, 2023 \$23,307.00 for office equipment, furniture, and supplies for Weber Public Defender Group*	
<b>14) Name of Authorized System Representative:</b> Gage Froerer	
<b>15) Title of Authorized System Representative:</b> Chair, Weber County Commission	
<b>16) Signature of Authorized System Representative:</b>	
<b>17) Date Signed:</b>	
<b>18) Matthew Barraza, IDC Exec. Director Signature:</b> 	
<b>19) Date Approved:</b> 04/03/2023	



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### Priority 3:

**Administrative Support:** WPDG is seeking two additional admin support staff members at a cost of \$41,600 annually plus apx. \$16,640 in fringe benefits for each. These staff members would be assigned to assist in implementing the case weighting system and support the needs of our full-time and contract attorneys. The total cost for two admin support staff would be \$38,826.26 for 4 months remaining in the grant period.

**Social Workers:** WPDG is seeking funding for two social workers to work under the direction of our soon to be acquired LCSW: one would be assigned to work in our juvenile division on delinquency cases and one to assist in adult cases in District Court. The estimated salary is \$60,000 annually each with an additional \$24,000 each for fringe benefits. That equates to approximately \$28,000.00 each during the grant period for a total \$56,000.00

**MSW and BSW interns (3):** These interns would come from Weber State University and other in-state universities. Interns are typically paid approximately \$15/hr. and work 15-18 hrs. per week. As such they would be considered part-time employees without benefits. Temporary workers can be hired under Weber County HR 2-100 for a period of 90 days with a second extension possible for an additional 90 days. An intern position would pay approximately \$3,240 for a 90-day period for a total of \$9,720.00 for 3 interns.

### **The Need: Administrative Support Staff:**

WPDG currently has one on-site admin secretary, one off-site admin assistant and one Legal Secretary I serving 11 full-time attorneys, 8 full-contract attorneys, and 4 partial-contract attorneys.

- Our off-site admin assistant primarily focuses on defenderData, data entry, and works on caseload studies, quarterly reports, grant reports and other reporting requirements for IDC as well as maintain the assignment list for our specialty attorneys. Our off-site admin assistant is paid by a grant from IDC.
- Our on-site admin assistant works under the direction of the director. She is responsible for managing fiscal matters in our office, including ensure compliance with County HR training and requirements, payroll management, ensuring all personnel timely submit their payroll hours, management of office expenditures with purchase cards and ensuring proper documentation is submitted as required by the clerk/auditor's office, entering into the county financial reporting system all billings from the specialty attorneys and contractors regarding costs incurred (witness fees, transcript costs, etc.) Additionally, she has been the primary point person with Operations and IT regarding the equipping and completion of our offices. She accomplishes all this while screening calls for the in-house attorneys and resolving a myriad of issues that arise every day. Our on-site assistant is paid by Weber County.

- Our legal secretary I will begin the first week of February and will be responsible for incoming phone calls, scheduling client appointments with attorneys, maintaining the office supplies, providing discovery to clients at the direction of the attorneys, controlling access to the conference room, attorney offices and client meeting rooms, interpreting for our Hispanic clients as may be required and responding to assignments from the on-site admin assistant.

It has been difficult to implement the case weighting system as directed by IDC given the demands on our current staff. Additional staff would be able to assist in getting our office up to speed and maintain these important records while we train our judges and attorneys as to our new case assignment protocol.

Additional staff would be able to assist attorneys in properly maintaining defenderData records and expand the use of dD to provide more significant data as well.

Additional staff would also be able to provide appropriate support staff assistance to the full-time and contract attorneys: something that has never been available in Weber County.

#### **The Need: Social Workers:**

The WPDG has been working with Weber County and Weber Human Services regarding the disbursement of Opioid Settlement Funds that Weber County has received. Through persistent and targeted presentations, we have received a verbal commitment of funds sufficient to hire a forensic LCSW as a full-time employee. We currently have a few qualified candidates eager to build a Forensic Social Worker Division for the WPDG once final approval of the funding is received from the County Commissioners. It is anticipated that funding should be approved before the end of February 2023.

Social workers, under the direction of a Forensic LCSW, would be able to provide a broad range of support including case mitigation support, mental health and drug assessments and support to juveniles and adults in the judicial systems of Weber and Morgan Counties. They will be able to assist in coordinating services through Weber Human Services and other local agencies to our clients and provide the warm hand off to service which increases our client's chances of success.

#### **The Need: BSW and MSW student interns:**

Students in Bachelor and Master Social Work programs are required to intern in their field of study. About 1/3 of intern positions are unpaid. By offering a paid internship together with a forensically focused program we will be able to attract the top academic performers and possibly create a pipeline for future employees for our program.

**Priority 4:**

**Office Equipment, supplies and software licenses for 2 admin assistants, 2 social workers and interns:**

Four laptops: \$2599 each	10,396.00
Dell 24"Monitors (8): \$279.99 each	2,232.00
Huanuo Dual Monitor Mount Stands (4): \$139.99 each	559.96
wireless keyboard and mouse (4): \$80 each	320.00
Brother Laser Printers (4): 174.99 each	719.96
Adobe Pro licenses/software(4):\$23.99 each	95.96
NBF 4 Pack Workstations for additional staff: \$6,999.00	6,999.00
Office Chairs for new workstations (4): \$499.00 each	<u>1996.00</u>
	<b>23,318.80</b>

I woke up at 2 am realizing I forgot to request 45k to cover coverage by our specialty attys. We got that last time but I was so focused on other things that I forgot it. Too late to amend?

Well, they are authorized 70k each for the specialty contract through the grant. They bill on an hourly basis. Last fiscal year they each went over the 70k cap due to caseload. The 45k is there to cover if they bill over the 70k again. I watch their billing very carefully and encourage savings whenever possible, however the number of murders and 1st degree sex offenses continue to rise. We had 4 murders filed in January one as an agg murder (capital potential) and several 1st degree sex offenses. I'm sure they will go over the 70k cap again.

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NOTES REGARDING APPROVED AWARD:

\*Approved equipment, furniture, and supplies:

Adobe Pro licenses for new people	\$96
Dell monitors for new people	\$2,240
Keyboard and mouse for new people	\$320
Laptops for new people	\$10,396
Laser printer for new people	\$700
Monitor mount stands for new people	\$560
NFB workstations for new people	\$6,999
Office chairs for new new people	\$1,996

The request for specialty contract coverage was declined as speculative. Weber County may seek a grant modification should additional funding be required, or it may include the request in the 2023-24 regular grant application.

The request for additional admin support was declined because the commission recommends waiting until the 2023-24 grant cycle and including it in the regular grant application.

The request for a bonus for specialty contract attorneys was declined because the attorneys didn't meet the eligibility criteria set by the commission.