



Legislation Text

File #: 24-319, Version: 1

Memorandum

**Date:** April 2, 2024

**To:** The Honorable Lake County Board of Supervisors

**From:** Susan Krones, District Attorney

**Subject:** Adopt Resolution to Establish Two Extra-Help Classifications - Certified Law Clerk and Legal Intern - for the District Attorney's Office, Budget Unit 2110

**Executive Summary:**

Due to the difficulties in hiring and retaining Deputy District Attorneys, we would like to establish two Extra-Help positions which can be filled by law students and graduates who have not yet passed the State Bar.

It is our hope that the Certified Law Clerks and/or Legal Interns that we hire will have a strong desire and sense of commitment to stay in Lake County and eventually be hired as Deputy District Attorneys.

**If not budgeted, fill in the blanks below only:**

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Purchasing Considerations** (check all that apply):

☒ Not applicable

☐ Fully Article X. <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOB1](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOB1)>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4\\_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (*describe process undertaken in "Executive Summary"*)

☐ Section 2-38 <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOB1](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOB1)> Exemption from Competitive Bidding (*rationale in "Executive Summary," attach documentation, as needed*)

☐ For Technology Purchases: Vetted and Supported by the Technology Governance Committee <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)

☐ Other (*Please describe in Executive Summary*)

**Consistency with Vision 2028** <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

☒ Well-being of Residents

☐ Economic Development

☐ Community Collaboration

☐ Not applicable

☒ Public Safety

☐ Infrastructure

☐ Business Process Efficiency

☐ Disaster Prevention, Preparedness, Recovery

☒ County Workforce

☐ Clear Lake

**Recommended Action:**

**Adopt Resolution to Establish Two Extra-Help Classifications - Certified Law Clerk and Legal Intern - for the District Attorney's Office, Budget Unit 2110**

