



## Legislation Text

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File #: 19-154, Version: 1

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### MEMORANDUM

**TO:** The Honorable Members of the Lake County Board of Supervisors

**FROM:** Susan Krones, District Attorney

**DATE:** March 12, 2019

**SUBJECT:** (a) Approve Waiver of the 900-Hour Extra Help Limitation for Extra Help District Attorney Investigator Aides, Robert McPherson and Billy Newsom, (b) Approve Waiver of the 900-Hour Extra Help Limitation for Extra Help Information Tech Support Tech I, Ryan Clair, (c) Approve Waiver of the 900-Hour Extra Help Limitation for Extra Help Office Assistant, Myriam Ivette Herrera, and (d) Approve Waiver of the 900-Hour Extra Help Limitation for Extra Help Victim Advocate, Mariela Soto

#### EXECUTIVE SUMMARY:

Robert McPherson's primary duty is to serve subpoenas - a demanding task which he has performed with diligence, professionalism, and conscientiousness since August 2014. We expect Mr. McPherson to work no more than 960 hours during the fiscal year 2018-19.

Billy Newsom started at the District Attorney's Office in July 2017. He is responsible for locating individuals and then serving papers for the Department of Child Support Services (DCSS), as well as assisting with Judgment Debtor Exams at the Clearlake courthouse. His time is reimbursed by DCSS. Mr. Newsom has shown an aptitude for this type of work and we expect him to work no more than 960 hours during the fiscal year 2018-19.

Ryan Clair has been with the District Attorney's Office since October 2015. He has provided Extra Help assistance with the processing of the digital evidence provided by various law enforcement agencies, other computer-related support, and general office work. The tedious work of downloading, copying, and disseminating digital evidence is extremely time consuming and the office has been appreciative of Mr. Clair's assistance. We expect Mr. Clair to work no more than 1,200 hours during the fiscal year 2018-19.

Myriam Ivette Herrera started with the DA's Office in June 2018 as our front desk receptionist. Ms. Herrera has been exemplary in her duties and being bilingual in Spanish has been extremely

beneficial to our office and the public. We expect Ms. Herrera to work no more than 1,250 hours during the fiscal year 2018-19.

Mariela Soto is an Extra Help Victim Advocate that has been assisting the Victim Witness Division since November 2017. She is dedicated to her job and has been a tremendous benefit to the office especially in communicating with Spanish speaking victims. We expect Ms. Soto to work no more than 1,250 hours during the fiscal year 2018-19.

**FISCAL IMPACT:** \_\_\_ None   X   Budgeted \_\_\_ Non-Budgeted

Estimated Cost:

Amount Budgeted:

Additional Requested:

Annual Cost (if planned for future years):

**FISCAL IMPACT (Narrative):**

None

**STAFFING IMPACT (if applicable):**

Approval of this waiver would maintain the current staffing levels and services provided to the public.

**RECOMMENDED ACTION:**

(a) Approve Waiver of the 900-Hour Extra Help Limitation for Extra Help District Attorney Investigator Aides, Robert McPherson and Billy Newsom, (b) Approve Waiver of the 900-Hour Extra Help Limitation for Extra Help Information Tech Support Tech I, Ryan Clair, (c) Approve Waiver of the 900-Hour Extra Help Limitation for Extra Help Office Assistant, Myriam Ivette Herrera, and (d) Approve Waiver of the 900-Hour Extra Help Limitation for Extra Help Victim Advocate, Mariela Soto