

CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES
COMMITTEE MEETING
PUBLIC DEFENDER AGENDA
DATE 09/22/2026

COMMITTEE MEMBERS: Supervisors MADAY, Conover, Strainer, Gilligan, Driscoll, Butler, and O'Neill - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- IV. Action Agenda/New Business Items:
- V. Discussion Items:
 - a. Warren County Public Defender's 2027 Budget
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

- 1. Warren County Public Defender 2027 Budget

WARREN COUNTY BUDGET SUMMARY SHEET

2027 PUBLIC DEFENDER OVERVIEW

Account Code			2025 Actual Amount	2026 Adopted	2026 Amended	2027 Department Requests
A.1171	WC		\$907,184.42	\$1,093,585.00	\$1,093,585.00	\$1,102,031.00
	4200	CAFA	\$109,939.38	\$113,394.00	\$113,394.00	\$115,832.00
	4201	UQICR	\$109,116.07	\$133,683.00	\$133,683.00	\$120,502.00
	4202	HH	\$872,138.16	\$1,308,532.00	\$1,308,532.00	\$1,345,727.00
	4206	Dist	\$53,392.11	\$138,212.00	\$138,212.00	\$136,646.00
	4212	DCJS-Supp	\$90,877.29	\$138,718.00	\$138,718.00	\$118,264.00
	4213	DCJS-Disc	\$114,264.79	\$131,476.00	\$131,476.00	\$133,789.00
	4214	Fam Def	\$8,492.75	\$195,064.00	\$195,064.00	\$196,589.00
TOTALS			\$2,265,404.97	\$3,252,664.00	\$3,252,664.00	\$3,269,380.00

Account Code			2025 Revenues	2026 Adopted	2026 Amended	2027 Department Requests
A.1171	WC		\$13,863.49	\$0.00	\$0.00	\$0.00
	4200	CAFA	\$109,939.38	\$113,394.00	\$113,394.00	\$115,832.00
	4201	UQICR	\$109,116.07	\$133,683.00	\$133,683.00	\$120,502.00
	4202	HH	\$872,138.16	\$1,308,532.00	\$1,308,532.00	\$1,345,727.00
	4206	Dist	\$53,392.11	\$138,212.00	\$138,212.00	\$136,646.00
	4212	DCJS-Supp	\$90,877.29	\$138,718.00	\$138,718.00	\$118,264.00
	4213	DCJS-Disc	\$114,264.79	\$131,476.00	\$131,476.00	\$133,789.00
	4214	Fam Def	\$8,492.75	\$195,064.00	\$195,064.00	\$196,589.00
TOTALS			\$1,372,084.04	\$2,159,079.00	\$2,159,079.00	\$2,167,349.00

TOTAL SUMMARY			\$893,320.93	\$1,093,585.00	\$1,093,585.00	\$1,102,031.00
----------------------	--	--	---------------------	-----------------------	-----------------------	-----------------------

Warren County Public Defender's Office

2027 Initiatives, Goals & Workload Measures

The Public Defender's Office has several initiatives and goals it aims to achieve in 2027.

2027 Initiatives & Goals

Fully Staffing All Open Positions:

2026 has been a particularly challenging year for the PD's office with regard to the retention of employees. We had 8 attorneys resign since January (1 per month) and lost 1 staff member. The good news is, that through our perseverance and zealous recruiting efforts, we were able to hire 5 new attorneys this year, and 3 new staff members, essentially replacing those we have lost at a relatively rapid rate.

Our aim for 2027 is to increase and expand our retention efforts through training, the organized delegation of staff duties, and focusing on working as a team. When the department is fully staffed, our attorneys have more time to spend on their individual clients and cases, which lessens employees' stress, and improves the quality of our representation and our day-to-day work environment.

Case Management Software/System:

Our new case management system, LegalServer, has been a tremendous addition to our office, greatly increasing our efficiency and accuracy, and reducing redundancies in maintaining our case files. In 2027, we aim to ensure that all our new department members are highly proficient with this software, and that the office is fully using all of its capabilities to streamline our workflows.

2027 Workload Measures

This year we have had much success in centralizing our department's administrative functions through weekly meetings with our core supervisory team (Chief Defender, First Assistant, and Coordinating Attorney).

Further, we have created a specialized group that is focused specifically on our Family Court practice, including attorneys dedicated to family defense, a single attorney-supervisor equipped to manage this practice, a case manager devoted solely to our family court clients, an organized system for case assignments and progress updates, and monthly team meetings. These efforts coalesced in conjunction with our department's use of its new family court grant funding; we previously had received state grant funds solely for use in our criminal defense practice.

For 2027, we intend to continue fostering the free flow of communication within these core groups, so that decision-making and goals for our department are centralized and focused.

This year we continued our practice of holding weekly department meetings, so that these decisions and goals can be communicated to all employees on a regular basis, and to encourage open communication amongst our department members, which we intend to continue in 2027.