

OFFICE OF LAW - 21

MISSION AND SERVICES

Mission - The Office of Law provides legal services to the County Executive, County Council and county agencies in order to ensure the County is legally sound.

The agency's mission supports accomplishing the countywide vision by:

- Working for sound county management

The agency is responsible for –

Services	Customers	Impact on Customers
<ul style="list-style-type: none"> ▪ Legal services, including representing the County in lawsuits, enforcing County ordinances and serving as legal advisor to the County Executive, County Council and County agencies, boards and commissions. 	<ul style="list-style-type: none"> ▪ County Executive ▪ County Council ▪ County agencies 	<ul style="list-style-type: none"> ▪ Ensure the County is legally sound.

FY 2010 BUDGET SUMMARY

The FY 2010 approved budget for the Office of Law is \$4,073,900, a decrease of \$1,017,740 or 20% under the FY 2009 approved budget.

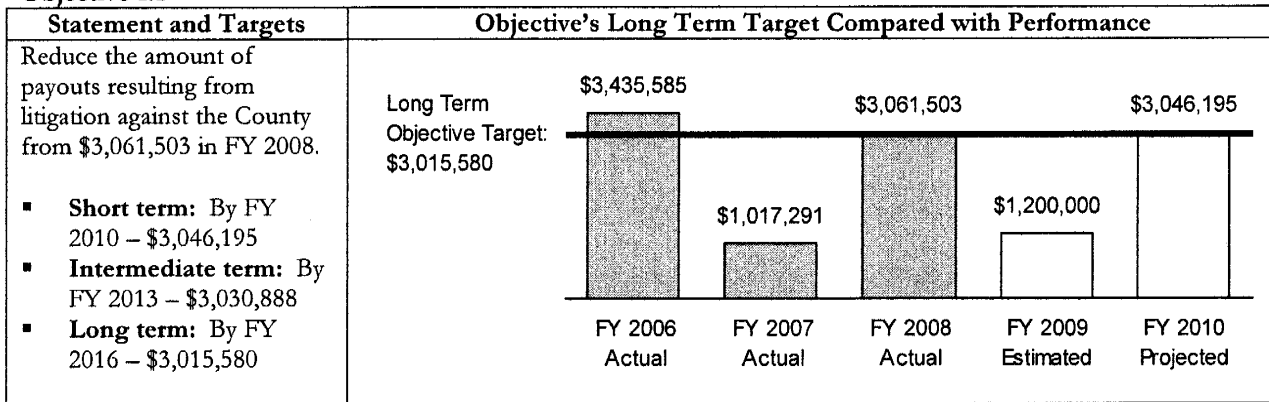
Where the Money Goes –

FY 2009 APPROVED BUDGET	\$5,091,600
Ten day furlough for all employees (includes fringe benefits)	(\$215,700)
Reduction in force savings of one position (includes fringe benefits)	(\$62,900)
Anticipated savings from vacant positions and employee turnover (includes fringe benefits)	(\$886,500)
FY 2009 cost of living and merit adjustments (includes fringe benefits)	\$616,300
Reduction in training lawyers on professional information	(\$8,800)
Reduction in telephone services based on projected use	(\$15,200)
Reduction in general office supplies	(\$500)
Transfer of Personnel Board legal services from Office of Law to the Personnel Board	(\$14,200)
Increase in mileage reimbursement/travel costs	\$3,900
Increase recovery for costs to other county agencies (includes fringe benefits)	(\$6,000)
Increase recovery for risk management work from the Risk Management Fund (includes compensation, fringe benefits and operating costs)	(\$426,600)
Reduction in periodicals	(\$6,000)
Support of required membership costs	\$4,500
FY 2010 APPROVED BUDGET	\$4,073,900

SERVICE DELIVERY PLAN AND PERFORMANCE

GOAL 1 – To provide legal services to the County Executive, County Council and county agencies in order to reduce the County’s exposure to legal liability.

Objective 1.1 -



Performance Measures –

Measure Name	Measure Category	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Estimated	FY 2010 Projected
Number of legislative review requests received	Output		113	154	160	180
Number of contractual review requests received	Output			595	1,000	1,000
Number of new lawsuits received	Output	89	84	104	85	85
Number of lawsuits closed	Output	80	62	113	70	80
Average number of contractual reviews per attorney	Efficiency			119.0	200.0	166.7
Average number of legislative and advice reviews per attorney	Efficiency		56.5	77.0	80.0	90.0
Average number of new lawsuits per litigation attorney	Efficiency		8.4	9.5	8.5	7.1
Percent of legislative and advice requests reviewed on or before due date	Quality		11%	19%	80%	80%
Percent of contractual documents reviewed on or before due date	Quality			38%	85%	85%
Percent of lawsuits closed at or below amount of money set aside by the County to pay for lawsuits	Quality	99%	88%	90%	93%	95%
Amount of payouts resulting from litigation against the County	Outcome	\$3,435,585	\$1,017,291	\$3,061,503	\$1,200,000	\$3,046,195
Percent of lawsuits won	Outcome	67%	54%	79%	65%	70%
Percent of lawsuits settled	Outcome	25%	35%	16%	30%	20%

Performance Measures Explanation – Reaching the objective of lowering the County’s payouts for lawsuits will save the County money and contribute to sound county management. The number and amount of payouts for litigation varies from year-to-year. Of note, pending litigation can be determined in a different year than when the lawsuit was filed. The number of contractual review requests received was affected at the end of FY 2008 by a change in county policy that increased the amount of contracts the Office is handling. In addition, the Office, starting in FY 2009, has

been working on closing legal files more efficiently. In some of the performance measures above, FY 2006 and FY 2007 data is unavailable.

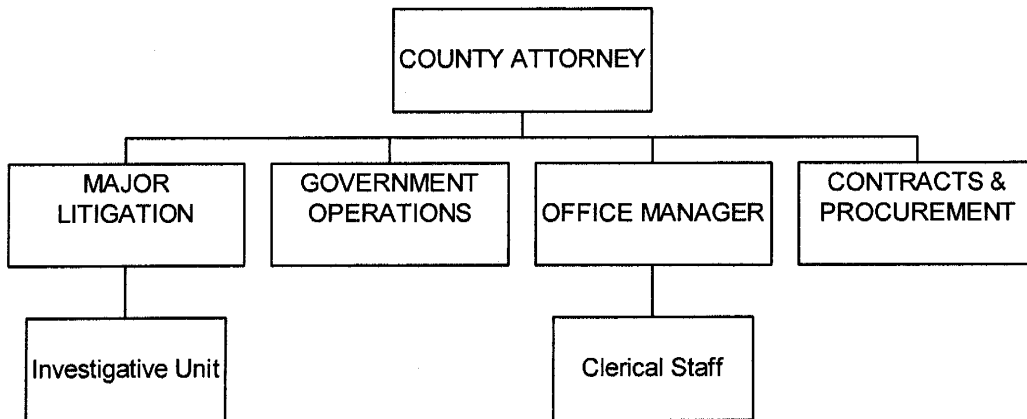
Strategies to Accomplish the Objective –

- **Strategy 1.11** – Work on strong motions practice in litigation cases to dismiss lawsuits or limit the issues to be litigated
- **Strategy 1.12** –Provide training to clients
- **Strategy 1.13** – Partner with the Department of Social Services to protect children’s welfare
- **Strategy 1.14** – Provide code enforcement legal services
- **Strategy 1.15** – Provide legal services to the Board of Ethics to ensure the government’s practices are legal

FY 2009 KEY ACCOMPLISHMENTS

- Obtained a reversal of a \$1,000,000 judgment in Jones v. Prince George's.
- Obtained a new trial in Shaw v. Prince George's County, thereby reversing a \$2,700,000 judgment.
- Negotiated a favorable settlement with Hartford and Travelers Insurance Companies regarding the Courthouse fire insurance recovery.
- Implemented the County's Guaranteed Energy Savings Project by drafting the required legislation, contract and closing documents.

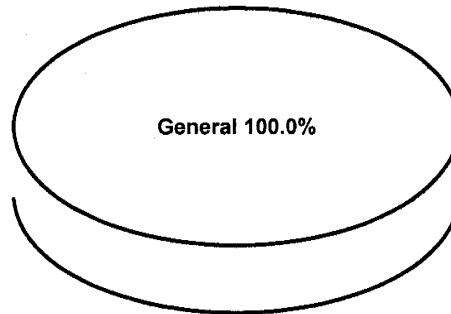
ORGANIZATIONAL CHART



	FY2008 ACTUAL	FY2009 BUDGET	FY2009 ESTIMATED	FY2010 APPROVED	CHANGE FY09-FY10
TOTAL EXPENDITURES	\$ 3,813,143	\$ 5,091,600	\$ 4,903,200	\$ 4,073,900	-20%
EXPENDITURE DETAIL					
Office Of Law	5,620,169	6,478,400	6,290,000	5,893,300	-9%
Recoveries	(1,807,026)	(1,386,800)	(1,386,800)	(1,819,400)	31.2%
TOTAL	\$ 3,813,143	\$ 5,091,600	\$ 4,903,200	\$ 4,073,900	-20%
SOURCES OF FUNDS					
General Fund	\$ 3,813,143	\$ 5,091,600	\$ 4,903,200	\$ 4,073,900	-20%
Other County Operating Funds:					
TOTAL	\$ 3,813,143	\$ 5,091,600	\$ 4,903,200	\$ 4,073,900	-20%

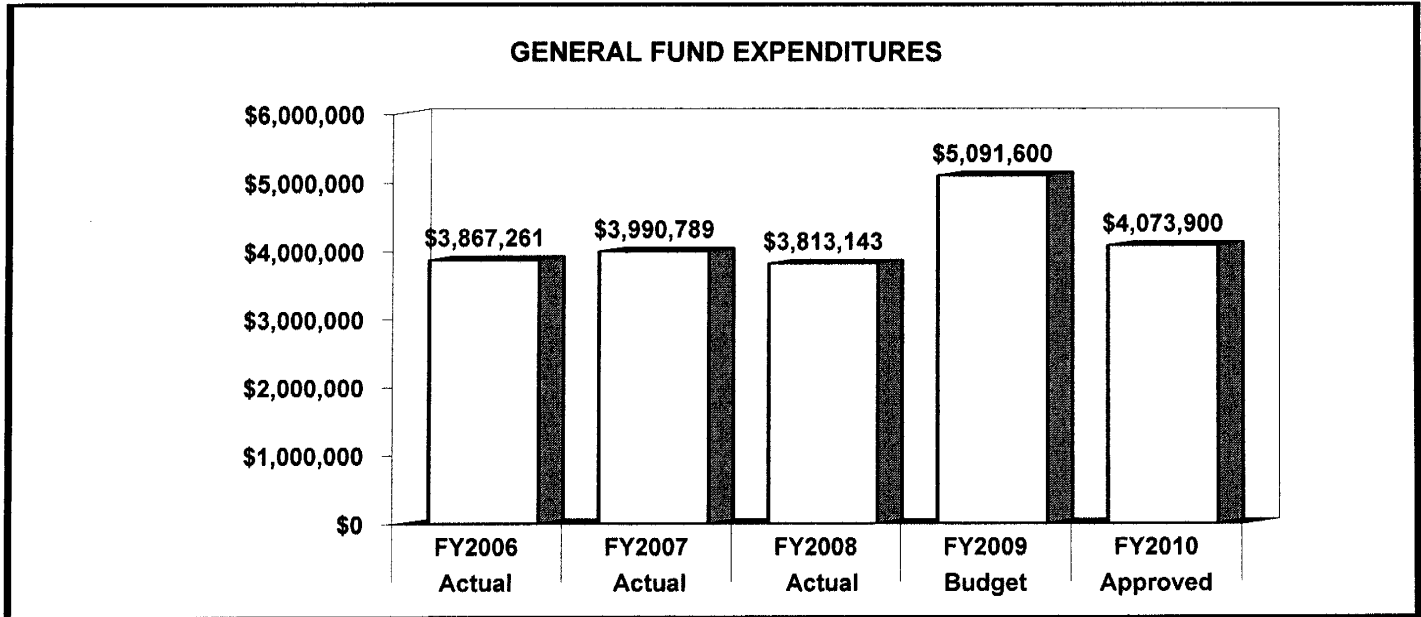
FY2010 SOURCES OF FUNDS

This agency's funding is derived solely from the County's General Fund.

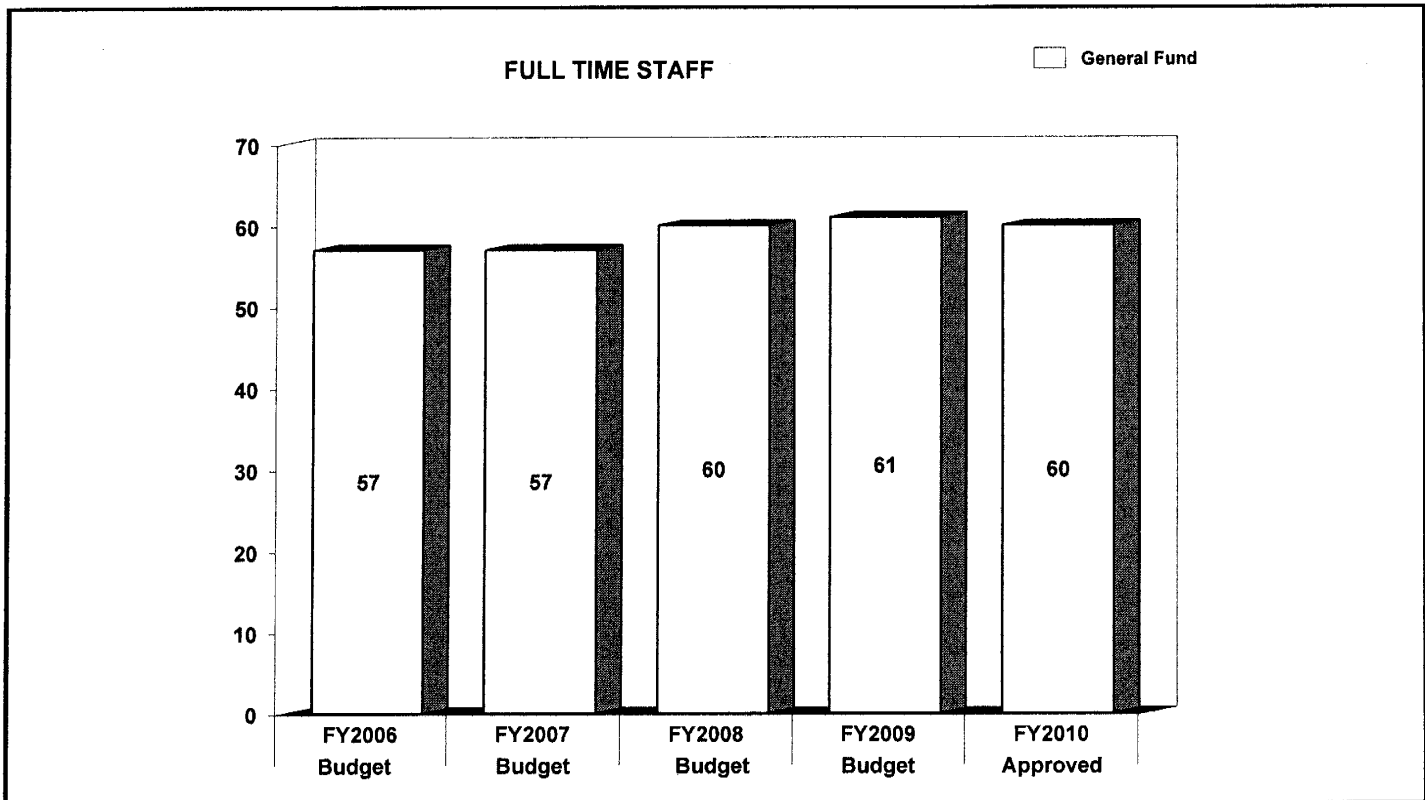


	FY2008 BUDGET	FY2009 BUDGET	FY2010 APPROVED	CHANGE FY09-FY10
GENERAL FUND STAFF				
Full Time - Civilian	60	61	60	(1)
Full Time - Sworn	0	0	0	0
Part Time	1	0	0	0
Limited Term	0	0	0	0
OTHER STAFF				
Full Time - Civilian				
Full Time - Sworn				
Part Time				
Limited Term Grant Funded				
TOTAL				
Full Time - Civilian	60	61	60	(1)
Full Time - Sworn	0	0	0	0
Part Time	1	0	0	0
Limited Term	0	0	0	0

POSITIONS BY CATEGORY	FULL TIME	PART TIME	LIMITED TERM
Directors	1	0	0
Deputy Directors	2	0	0
Attorneys	38	0	0
Administrative Assistants	4	0	0
Investigators	2	0	0
Law Clerks	2	0	0
Administrative Support	11	0	0
TOTAL	60	0	0



The agency's expenditures decreased 1.4% from FY 2006 to FY 2008. This decrease is primarily driven by an increase in recoveries. The FY 2010 approved budget is 20% less than FY 2009 approved budget.



The authorized staffing complement increased by four positions from FY 2006 to FY 2009. The FY 2010 staffing level is one less than FY 2009 due to a reduction in force of one full time employee.

	FY2008 ACTUAL	FY2009 BUDGET	FY2009 ESTIMATED	FY2010 APPROVED	CHANGE FY09-FY10
EXPENDITURE SUMMARY					
Compensation	\$ 4,238,191	\$ 5,024,300	\$ 4,900,100	\$ 4,544,800	-9.5%
Fringe Benefits	974,446	1,059,100	1,033,300	985,200	-7%
Operating Expenses	407,532	395,000	356,600	363,300	-8%
Capital Outlay	0	0	0	0	0%
	\$ 5,620,169	\$ 6,478,400	\$ 6,290,000	\$ 5,893,300	-9%
Recoveries	(1,807,026)	(1,386,800)	(1,386,800)	(1,819,400)	31.2%
TOTAL	\$ 3,813,143	\$ 5,091,600	\$ 4,903,200	\$ 4,073,900	-20%
STAFF					
Full Time - Civilian	-	61	-	60	-1.6%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

In FY 2010, compensation decreases 9.5% below the FY 2009 budget due to a change in staffing complement, furloughs and a reduction in force. FY 2010 fringe benefit expenditures decrease 7% under the FY 2009 budget.

In FY 2010, operating expenditures decrease 8% under the FY 2009 budget primarily due to a reduction in telephone expenses.

MAJOR OPERATING EXPENDITURES FY2010	
Office Automation	\$ 156,000
General and Administrative	\$ 102,000
Contracts	
Miscellaneous	\$ 28,000
Local Transportation	\$ 20,400
Operating and Office Supplies	\$ 16,000

