

Public Defender

Sara Mollo – Public Defender, 6th Judicial Circuit

<https://www.flpd6.gov/>

Department Purpose

The Public Defender's office provides legal advice, counsel, and defense services to needy and financially indigent citizens accused of crimes, as required by Florida law. The County portion of the budget funds Article V-related technology requirements, the Jail Diversion program, and the Incompetent to Proceed program.

Budget Summary

For FY23, Public Defender (PD) is requesting \$2.3M. This is an increase of \$185,110 (8.6%) above the FY22 Revised Budget. The main driver of the increase is the need to replace 196 computers identified by the County's PC replacement plan.

The Public Defender's Office submitted nine Decision Packages:

- Conversion of Data from Odyssey to STAC (**non-recurring; \$66,000**)
 - Will allow PD to convert historical data from their legacy case management system into the new STAC case management system.
 - STACWeb was implemented in FY22 and is being used by both PD and the State Attorney's Office.
- Crystal Reports (STAC) (**non-recurring; \$2,000**)
 - Will purchase four licenses.
 - The licenses will allow PD to create and modify reports in the new STAC system.
- Axon Digital Evidence Cloud Based Solution (**recurring; \$24,610**)
 - Provide PD with a ready built solution for high-definition evidence handling.
 - Will provide a greater degree of reliable data retention, secure data changes with experts and partner organization, and greater fidelity for evidence tendered to the courts during criminal cases.
- Zoho Desk – Help Desk/Onboarding Software (**recurring; \$5,520**)
 - Provide PD with up to 20 (at \$23/month each) user licenses for a new, more efficient software to manage IT Help Desk requests.
 - PD currently handles over 700 requests per month.
- Virtual Meeting Room Technology (**non-recurring; \$27,000**)
 - Will allow for improvements to the PD's conference room technology to allow for quality meeting experiences with clients and experts.
 - Will enable collaboration through use of screen sharing, document sharing, whiteboard use, audio conferencing and recording, transcription, and closed captioning.
 - Provides 3rd party support for other virtual meeting platforms as well.
- Power Document Management System (**recurring; \$11,340**)
 - Provide a cloud-based centralized document management system to store, maintain, and track changes for procedural documentation and case related letters and forms.
- Mental Health Court Pilot Program (**two-year recurring; \$249,910**)
 - Will be used with the current Bureau of Justice Administration grant to provide additional support for those clients suffering from severe mental disorders and require inpatient stabilization, residential placement, housing, etc.
 - Public Defender anticipates supporting 15 clients annually.
- Jail Diversion/MAT Case Managers (**recurring; \$161,760**)
 - Provide funding to keep two Case Managers that are currently funded by the Sheriff's Office in the Jail Diversion Program.
 - These positions help reduce crime, recidivism, reduce emergency treatment at hospitals and mental health facilities, and relieve the burden of mental health and substance treatment at the county jail.

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- These positions are vital to maintain case management services for the PD clients which continue to grow year-over-year.
- Jail Diversion Mental Health Therapist (**recurring; \$82,170**)
 - Provide funding to keep one Mental Health Therapist in the Jail Diversion Program that is currently funded by the Sheriff's Office.
 - This therapist is one of three Mental Health Therapists within the Jail Diversion Program and provides crucial mental health care.

	2022			2023		
Expenditure Account	General Fund	Non-General Fund	Total	General Fund	Non-General Fund	Total
Operating Expenses	\$2,129,750		\$2,129,750	\$2,346,480		\$2,346,480
Capital Outlay	\$31,620		\$31,620			
Expenditure Total	\$2,161,370		\$2,161,370	\$2,346,480		\$2,346,480

Budget Summary by Program and Fund

Public Defender – Technology Program

Technology and communications functions for the Judiciary, State Attorney, and Public Defender, as required by Article V of the State Constitution. Funding is partially supported by Court fees.

Program	Fund	FY20 Actual	FY21 Actual	FY22 Budget	FY23 Budget
6041-Public Defender-Technology Program	0001 - General Fund	\$264,272	\$183,635	404,080	\$563,920
	Total	\$264,272	\$183,635	\$404,080	\$563,920

Public Defender – Special Programs

Case Manager in Public Defender's office to assist Jail Diversion clients. Responsible for transporting clients from jail to treatment programs after taking them to probation. Additional services include connecting clients to local agencies that will help with permanent housing, jobs, medical/dental needs, and food banks, resulting in less recidivism and homelessness.

Program	Fund	FY20 Actual	FY21 Actual	FY22 Budget	FY23 Budget
6042-Public Defender-Special Programs	0001 - General Fund	\$425,764	\$945,576	1,095,530	\$1,081,570
	Total	\$425,764	\$945,576	\$1,095,530	\$1,081,570

Public Defender

Public Defender – Jail Diversion – BCC Funds

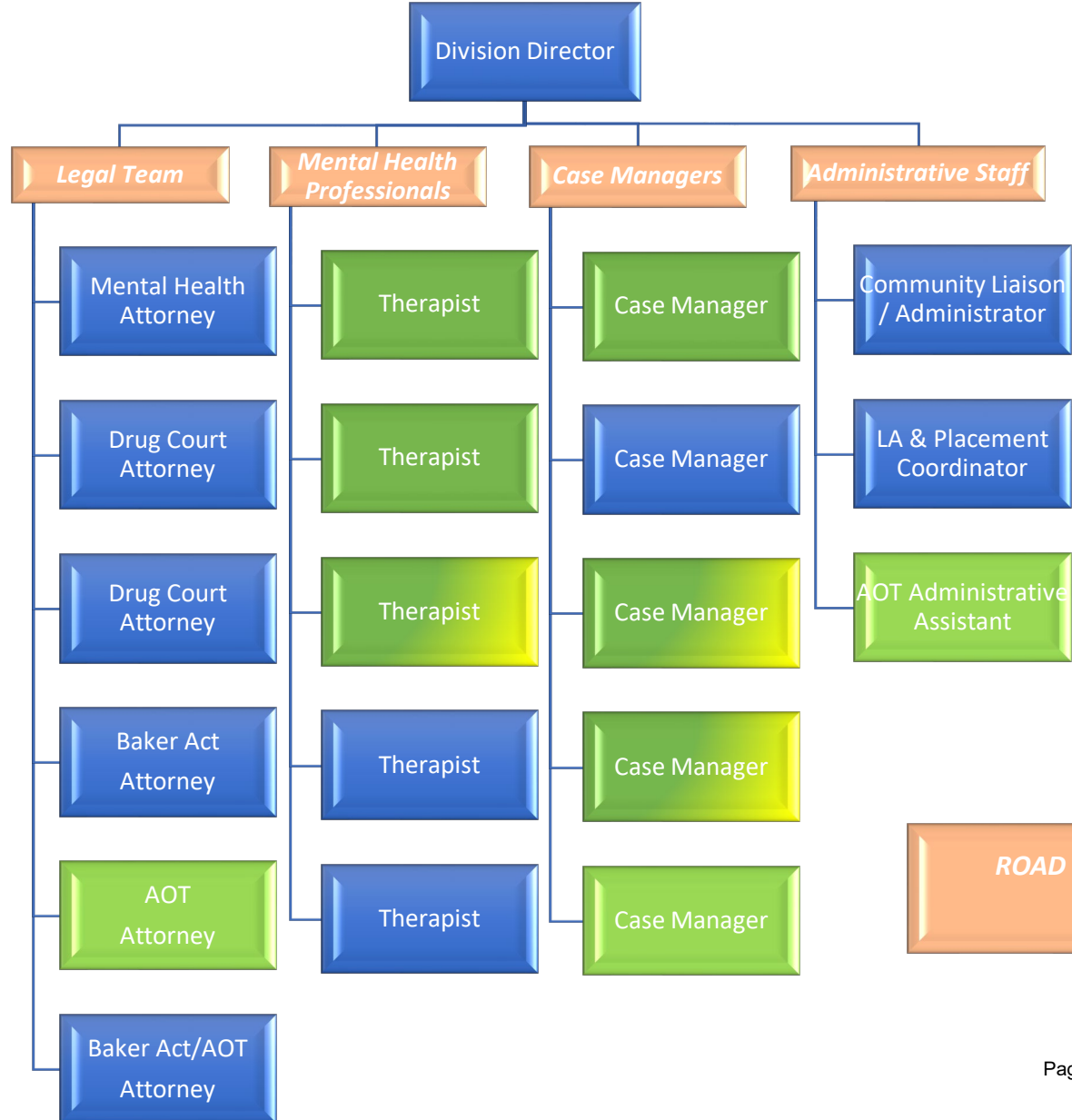
Collaboration between the Public Defender, State Attorney, Sheriff, Judiciary, and local service providers to reduce the incidence and length of incarceration of individuals diagnosed with mental illness or co-occurring mental health and substance abuse disorder including the chronic inebriate program.

Program	Fund	FY20 Actual	FY21 Actual	FY22 Budget	FY23 Budget
6043-Public Defender-Jail Diversion-BCC Funds	0001 - General Fund	\$702,471	\$413,955	661,760	\$700,990
	Total	\$702,471	\$413,955	\$661,760	\$700,990

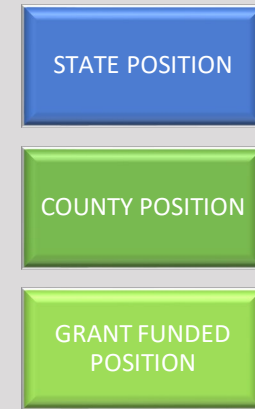
Attachments:

1. Organizational Chart
2. Budget Reports
3. Decision Packages

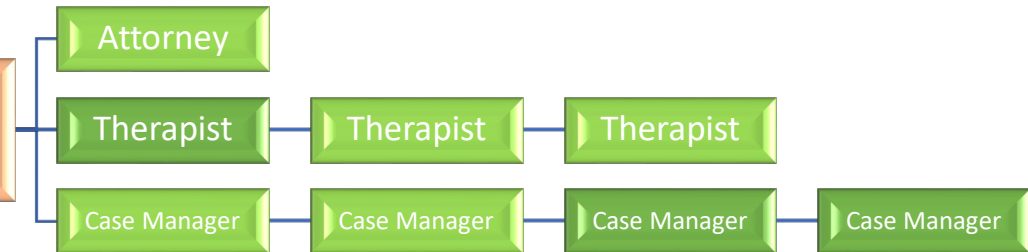
FY 23 MAT Division Personnel



Funding Sources FY 23:



These three positions are no longer funded by PCSO with funds they received from the county after FY 22 and we are requesting the county fund them in order to maintain services in FY 23



Public Defender

Account	FY19 Actual	FY20 Actual	FY21 Actual	3-year Average	FY22 Budget	FY22 Estimate	FY23 Request	Budget to Budget Change	Budget to Budget % Change
5310001 - Professional Services	1,172,388	1,229,323	1,419,071	1,273,594	1,819,060	1,723,070	1,874,500	55,440	3.0%
5410001 - Communication Services	30,859	29,948	27,617	29,475	31,700	33,680	33,260	1,560	4.9%
5460001 - Repair&Maintenance Svcs	0	0	0	0	8,500	12,250	0	(8,500)	-100.0%
5464000 - Repair&Maint-Equipment	8,325	8,325	22,025	12,892	135,220	135,220	93,800	(41,420)	-30.6%
5510001 - Office Supplies Exp	20,638	27,623	32,838	27,033	25,250	20,250	26,180	930	3.7%
5520001 - Operating Supplies Exp	0	0	1,699	566	30,520	0	0	(30,520)	
5520091 - Equipment purchases under \$5,000	1,280	0	1,737	1,006	49,660	21,740	49,840	180	0.4%
5520098 - PC Purchases under \$5,000	81,803	138,855	17,130	79,263	61,460	7,520	268,900	207,440	337.5%
Expenditures Total	1,315,293	1,434,075	1,522,117	1,423,828	2,161,370	1,953,730	2,346,480	185,110	8.6%

Change Request Summary

Change Request	AUTO - 445 - Conversion of Data from Odyssey to STAC
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	County Admin Review [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	Conversion of Data from Odyssey to STAC
Summary of Request	Convert the historical data from legacy case management system, Odyssey, into the new case management system STAC by the vendor CIP.
Justification *	The Public Defender's office requires the historical data from Odyssey to ensure the attorneys have the most complete information including any historical related cases or cases that have not yet been closed.
Ranking	1
Operational Impacts	Converting the historical data into STAC will provide the attorneys and clients of the Public Defender the least disruptive path for continuance of case processing within the new STAC case management system. This will allow attorneys to access historical cases which enables them to effectively represent the clients appointed to the Public Defenders Office.
Net Operating Budget	66,000
Net Capital Budget	-
Net Budget	66,000

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611110 - Public Defender-Technology			
5464000 - Repair&Maint-Equipment		STAC Conversion Pinellas County one time fee	66,000
Total 611110 - Public Defender-Technology			66,000
Total Expenses			66,000
Total			66,000
Net Total			66,000

Change Request Summary

Attachment 3

Change Request	AUTO - 444 - Crystal Reports (STAC)
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	County Admin Review [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	Crystal Reports (STAC) - 4 licenses @ \$500
Summary of Request	Ability to create and modify reports for the new case management system STAC.
Justification *	The new case management system STAC, uses Crystal Reports software to run and display reports. However to create and modify reports, a license to Crystal Reports is required. 4 licenses will be needed \$500 per license.
Ranking	2
Operational Impacts	The technology staff within the Public Defender's office will be able to utilize this software to rebuild reports currently used in Odyssey today into the STAC platform.
Net Operating Budget	2,000
Net Capital Budget	-
Net Budget	2,000

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611110 - Public Defender-Technology			
5464000 - Repair&Maint-Equipment		Crystal Reports 4 licenses @ 500 each	2,000
Total 611110 - Public Defender-Technology			2,000
Total Expenses			2,000
Total			2,000
Net Total			2,000

Change Request Summary

Attachment 3

Change Request	AUTO - 446 - Axon (Evidence.com) Digital Evidence Cloud Based Solution
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	County Admin Review [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	Axon (Evidence.com) Digital Evidence Cloud Based Solution
Summary of Request	Provide a cost effective, efficient, and ready built solution for high-definition evidence handling for appointed Public Defender cases.
Justification *	The Public Defender is in need of Evidence.com access on virtually every case presently represented by the office. This need is only going to increase as more local law enforcement agencies make the transition to utilizing Evidence.com exclusively for their evidence maintenance and storage. As Body Worn Cameras and high-definition surveillance become more commonplace the total volume of digital evidence that must be accessible and retained is going to be continue to grow. The only viable alternative solution would be to independently purchase expansive online or local digital storage space, overwhelm our network resources with download and upload of files, and increase personnel to manage and oversee the organization and maintenance of the associated data.
Ranking	3
Operational Impacts	Ensures competent and high-quality representation of cases by the Public Defender through used of digital evidence management. This provides a greater degree of reliable data retention, secure data changes with experts and partner organizations, and greater fidelity for evidence tendered to the courts during criminal cases, saving money over costly alternatives. This is a recurring cost.
Net Operating Budget	24,610
Net Capital Budget	-
Net Budget	24,610

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611110 - Public Defender-Technology			
5464000 - Repair&Maint-Equipment		Axon (Evidence.com)	24,610
Total 611110 - Public Defender-Technology			24,610
Total Expenses			24,610
Total			24,610
Net Total			24,610

Change Request Summary

Change Request	AUTO - 440 - Zoho Desk - Help Desk / Onboarding Software
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	County Admin Review [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	Zoho Desk - Help Desk / Onboarding Software
Summary of Request	Improve the processing of Help Desk requests, including onboarding and offboarding requests through use of an effective software.
Justification *	The Public Defender's office has a legacy ticketing system that is used for tracking end user requests and trouble tickets with their technology systems. A new cloud based solution will streamline tracking of tickets and will incorporate process workflows for onboarding and offboarding requests. Pricing is \$23 per month per user estimated at no more than 20 users between Administration and IT.
Ranking	4
Operational Impacts	By moving to Zoho Desk the Public Defender's office will have a centralized location to track not only technology requests, but administrative requests and onboarding / offboarding requests through the software's multi-department support. The solution will provide reports and dashboards that allow for trend analysis and status of any outstanding requests. As the Public Defender's office is now handling over 700 ticket requests per month, a new solution providing automation and workflow approvals will support the departments more efficiently.
Net Operating Budget	5,520
Net Capital Budget	-
Net Budget	5,520

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611110 - Public Defender-Technology			
5464000 - Repair&Maint-Equipment		Help desk and process software. This software will be used as a help desk software for IT and Administration to streamline any user requests handled by the office staff coordinating with county requests where needed.	5,520
Total 611110 - Public Defender-Technology			5,520
Total Expenses			5,520
Total			5,520
Net Total			5,520

Change Request Summary

Attachment 3

Change Request	AUTO - 448 - Virtual Meeting Room Technology
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	County Admin Review [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	Virtual Meeting Room Technology
Summary of Request	Modernize the Public Defender's conference room technology to allow for quality meeting experiences with clients and experts.
Justification *	The Public Defender's office has a need to modernize meeting room technology for use when collaborating or interviewing clients and experts as well as internal use for case review and trial preparation.
Ranking	5
Operational Impacts	The solution provided by Business Technology Services using Teams Rooms, enables collaboration through the use of screen sharing, document collaboration, whiteboard use (virtual or physical), audio conferencing and recording, transcription and closed captioning. The solution provides 3rd party support for other virtual meeting platforms as well. This request should cover all current meeting rooms without a need for recurring cost. Business Technology Services estimates these systems should last 3-5 years before needing replacement.
Net Operating Budget	27,000
Net Capital Budget	-
Net Budget	27,000

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611110 - Public Defender-Technology			
5520098 - PC Purchases under \$5,000		Conference Room Equipment	27,000
Total 611110 - Public Defender-Technology			27,000
Total Expenses			27,000
Total			27,000
Net Total			27,000

Change Request Summary

Attachment 3

Change Request	AUTO - 447 - Power DMS
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	County Admin Review [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	PowerDMS - Document Management System
Summary of Request	Provide a centralized document management system to store, maintain, and track changes for procedural documentation and case related letters and forms.
Justification *	This cloud based solution is used for centralized document management. Operational procedural documents from all aspects of the Public Defender's office will be stored and maintained within the software. Additionally documents templates specific to case management will be stored and maintained in the software.
Ranking	6
Operational Impacts	This solution allows for an organized, secure platform of procedural and case management templates. Power DMS allows for workflow approvals and feedback on any document changes as well as timers for regular document review, such as procedures that need an annual review. This centralized system will provide security for certain document types or folders as well as full version control and auditing. This will allow the Public Defender's office to migrate documents from the current shared drive and SharePoint system into a consolidated easy to navigate document management system.
Net Operating Budget	11,340
Net Capital Budget	-
Net Budget	11,340

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611110 - Public Defender-Technology			
5464000 - Repair&Maint-Equipment		Power DMS system	11,340
Total 611110 - Public Defender-Technology			11,340
Total Expenses			11,340
Total			11,340
Net Total			11,340

Change Request Summary

Change Request	AUTO - 628 - Mental Health Court Pilot Program
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	Department Request [Operating Decision Package Request]
Acct. Reference	
Publish Date	
	Pinellas County, in collaboration with the Sixth Judicial Circuit, the Office of the State Attorney, the Office of the Public Defender, Directions for Living, Suncoast Mental Health Center and the Florida Mental Health Institute, was awarded a three-year Bureau of Justice Administration Grant to establish an Adult Mental Health Court (MHC).
Description (What is it) *	<p>Starting October 1, 2022, the Court will work with multiple stakeholders to plan for and implement a pilot MHC to divert at least 80 individuals over the two-year pilot. The Public Defender's Office anticipates supporting at least 15 of these clients.</p> <p>The Public Defender's Office is requesting county funds to support this initiative as the grant only supports mental health professions from Directions for Living, however, these clients will all suffer from a severe mental disorder and require additional support including inpatient stabilization, residential placement, housing, etc.</p> <p>The Public Defender's Office is requesting county funds to support this initiative as the grant only supports mental health professions from Directions for Living, however, these clients will all suffer from a severe mental disorder and require additional support including inpatient stabilization, residential placement, housing, etc.</p>
Summary of Request	<p>Stabilization Care \$2,400 4 days of stabilization care Residential Care \$8,334 3 months of residential care (varies from \$2,400 – \$22,002.30) Related Care Costs \$100 [Potential] Client Total \$10,834</p> <p>The average client in the Mental Health Court will require 3-5 days of stabilization, and three to six months of residential care, as well as additional care costs. See estimate below for an average client.</p>
Justification *	<p>Pinellas County is prepared to join Florida's 33 Mental Health Courts currently in operation, and in order to do so it is vital that it funds a robust effort to provide comprehensive mental health services to those residents who need it most.</p>
Ranking	
Operational Impacts	Provide mental health services to 15 clients.
Net Operating Budget	249,910
Net Capital Budget	-
Net Budget	249,910

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611120 - PD-Jail Diversion Program			
5310001 - Professional Services		DP# 628 - Mental Health Court Pilot Program	249,910
Total 611120 - PD-Jail Diversion Program			249,910
Total Expenses			249,910

Change Request Summary

Total
Net Total

Attachment 3
249,910
249,910

Change Request Summary

Change Request	AUTO - 623 - Jail Diversion Mental Health Therapist
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	Department Request [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	Add funding for one additional Mental Health Therapist in the Jail Diversion Program. This position would continue their current duties, but is currently paid by the Sheriff's Office.
Summary of Request	Add funding for one additional Mental Health Therapist in the Jail Diversion Program. This position would continue their current duties, but is currently paid by the Sheriff's Office.
Justification *	This therapist is one of three Mental Health Therapists within the Jail Diversion Program and provides crucial mental health care. In order to maintain services provided by the PDs office, the county will need to fund this position that is no longer funded by the PCSO.
Ranking	
Operational Impacts	This therapist is one of three Mental Health Therapists within the Jail Diversion Program and provides crucial mental health care
Net Operating Budget	82,170
Net Capital Budget	-
Net Budget	82,170

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611130 - PD-Nontech Special Pgms			
5310001 - Professional Services		Decision Package #623 - 1 Mental Health Therapist in Jail Diversion Program	82,170
Total 611130 - PD-Nontech Special Pgms			82,170
Total Expenses			82,170
Total			82,170
Net Total			82,170

Change Request Summary

Change Request	AUTO - 622 - Jail Diversion/MAT Case Managers
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	Department Request [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	Add funding to keep two Case Managers that are currently funded by the Sheriff's Office in the Jail Diversion Program (now called MAT).
Summary of Request	Add funding to Public Defenders budget to keep two Case Managers that are currently funded by the Sheriff's Office in the Jail Diversion Program (now called MAT). PD currently pays for one case manager. This would keep the number of case managers at 3, but all paid by PD.
Justification *	Purpose is to reduce crime, recidivism, reduce emergency treatment at hospitals and mental health facilities, and to relieve the burden of mental health and substance treatment from the county jail.
Ranking	
Operational Impacts	These positions are vital to maintain case management services for PD clients which are growing year over year. Not funding would cause critical care management issues for the PD's office as we would lose 2 vital positions for the MAT program.
Net Operating Budget	Purpose is to reduce crime, recidivism, reduce emergency treatment at hospitals and mental health facilities, and to relieve the burden of mental health and substance treatment from the county jail.
Net Capital Budget	161,760
Net Budget	-

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
611130 - PD-Nontech Special Pgms			
5310001 - Professional Services		Decision Package #622 - 2 new Jail Diversion/MAT Case Managers	161,760
Total 611130 - PD-Nontech Special Pgms			161,760
Total Expenses			161,760
Total			161,760
Net Total			161,760