

COMMONWEALTH'S ATTORNEY

Description

The Commonwealth's Attorney is a Constitutional Officer elected for a term of four years. The Commonwealth's Attorney is responsible for prosecuting criminal offenses that occur in Henrico County. Trials and hearings occur in the Circuit Courts, General District Courts and the Juvenile and Domestic Relations Courts. Additionally, the Commonwealth's Attorney's Office provides legal advice and training to the Division of Police as well as other law enforcement agencies, including the Virginia State Police and the Richmond Airport Police.

- To prosecute criminal cases.
- To work with other criminal justice agencies to strengthen juvenile prosecutions and crime prevention.
- To make the public aware of Virginia Exile laws and enforce them appropriately.
- To train local law enforcement agencies in criminal law and criminal procedures.

Objectives

- To enforce criminal laws in Henrico County.
- To operate the Victim/Witness program.
- To cooperate on behalf of Henrico County in the operation of two investigative multi-jurisdictional grand juries.
- To promote a better understanding of the criminal justice system among citizens.
- To proactively investigate and prosecute drug dealers with increased concentration/focus on the opioid epidemic and human trafficking.

Budget Highlights

The Commonwealth's Attorney's Office proposed budget for FY2018-19 totals \$5,037,655, representing an overall increase of \$194,514 or 4.0 percent when compared to the FY2017-18 approved budget. This increase is mostly driven by the personnel component and reflects salary increases as well as rising health care costs.

The operating component reflects an increase of \$50,180 or an increase of 41.0 percent. This is due to the addition of Education and Training expenses into the operating budget. It also includes increases to other accounts that exceeded their FY2016-17

Annual Fiscal Plan

Description	FY17 Actual	FY18 Original	FY19 Proposed	Change 18 to 19
Personnel	\$ 4,471,504	\$ 4,713,876	\$ 4,861,390	3.1%
Operation	124,740	122,285	172,465	41.0%
Capital	3,752	6,980	3,800	(45.6%)
Total	\$ 4,599,996	\$ 4,843,141	\$ 5,037,655	4.0%

Personnel Complement 56 57 57 * 0

*This personnel count includes 52 positions in Commonwealth's Attorney's Office and 13 in Victim Witness. (1 Comp I, 4 Comp II and 8 Comp III positions). An Assistant Commonwealth Attorney I position added in the FY2017-18 budget in response to the increase in heroin related cases prosecuted by the Commonwealth's Attorney's Office.

Performance Measures				
	FY17	FY18	FY19	Change 18 to 19
Workload Measures				
Circuit Court Defendants	1,397	1,375	1,400	25
Show Cause Hearings	786	700	750	50
Misdemeanor Appeals	842	1,000	900	(100)
General District Court Criminal Cases	45,037	41,500	43,000	1,500
General District Court Traffic Cases	76,134	88,000	80,000	(8,000)
Juvenile Court Misdemeanors	1,831	1,850	1,850	0
Juvenile Court Felonies	823	700	800	100
Effectiveness Measure				
Circuit Court Indictments	2,932	2,400	2,900	500

allotments such as: membership dues, medical services, office supplies, books and subscriptions, and telecommunications.

The capital component decreased by \$3,180 or 45.6 percent to help cover the additional funding for some of the previously mentioned operating accounts.

In FY2018-19, the Commonwealth's Attorney's Office will continue to prosecute traffic and criminal cases in all the Henrico County Courts. Aggressive prosecution of those who commit violent crimes will remain the number one priority. The Office will continue to work closely with the Division of Police to reduce crime, proactively as well as reactively, by ensuring that those who commit crimes are held accountable. The Commonwealth's Attorney's Office will continue to pursue narcotics traffickers through the utilization of two multi-jurisdictional grand juries. In addition, the Commonwealth's Attorney's Office will continue to provide legal training to the Division of Police in its basic academies as well as in continuing service training. Special efforts will also continue to be made to reduce domestic violence, human trafficking and opioid overdoses.

Enforcement of Virginia's Exile laws will continue in FY2018-19 to reduce violent gun crimes. Two provisions, a specialized prosecutor and a secretary, were funded with a Virginia Exile grant from FY2002-03 to FY2005-06. However, as this grant was discontinued, the County picked up the cost of these positions in the FY2006-07 budget due to the

effectiveness of this program in reducing violent crimes.

As of December 27, 2017, the Commonwealth Attorney's personnel complement, including Special Drug and Victim Witness, consisted of 67 positions. This consists of 19 complement I positions; 37 complement II positions; 10 complement III positions, and 1 complement IV position (Attorney for the Commonwealth). The Office's complement reflects the complement I, II and IV positions, which total 56 positions.

The following table presents a historical depiction of State funding for the Commonwealth's Attorney's Office:

Fiscal Year	State Funding	% State
2009-10	1,715,708	38%
2010-11	1,798,606	39%
2011-12	1,786,354	38%
2012-13	1,817,870	41%
2013-14	1,907,000	42%
2014-15	1,877,000	42%
2015-16	2,092,617	47%
2016-17	2,157,747	47%
2017-18	2,075,000	43%
2018-19	2,150,000	43%



**Department Operating Budget
Henrico County, Virginia
FY2018-19
COMMONWEALTH'S ATTORNEY**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	3,365,065	3,576,989	3,662,247	85,258	2.4%
50101 Full-Time Salaries and Wages - Overtime	0	0	5,000	5,000	100.0%
50104 Temporary Salaries and Wages - Regular	39,610	38,137	38,137	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	4,902	0	7,703	7,703	100.0%
50109 Vacancy Savings	0	-83,623	-89,542	-5,919	-7.1%
50110 FICA	252,482	272,257	280,241	7,984	2.9%
50111 Retirement VRS	418,452	465,366	486,713	21,347	4.6%
50112 Hospital/Medical Plans	340,993	397,176	422,916	25,740	6.5%
50113 Group Insurance - Life (VRS)	41,847	47,574	47,975	401	0.8%
50114 Unemployment Insurance	8,153	0	0	0	0.0%
50200 Medical Services	1,920	1,200	2,200	1,000	83.3%
50201 Legal Services	349	250	250	0	0.0%
50220 Lease/Rent Of Equipment	8,776	8,700	8,700	0	0.0%
50240 Printing and Binding	0	500	250	-250	-50.0%
50270 Other Contractual Services	1,365	1,200	1,400	200	16.7%
50410 Postal Services	1,579	2,200	1,600	-600	-27.3%
50412 Telecommunications	13,438	13,950	17,000	3,050	21.9%
50430 Mileage	528	550	300	-250	-45.5%
50431 Education and Training	22,612	22,648	50,000	27,352	120.8%
50450 Dues And Association Memberships	13,110	14,200	22,500	8,300	58.5%
50500 Office Supplies	49,777	42,627	52,805	10,178	23.9%
50512 Books and Subscriptions	9,322	9,000	10,200	1,200	13.3%
50521 Computer Software	1,964	5,260	5,260	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$5000	458	680	600	-80	-11.8%
50833 Telecommunications Equipment-Replacement Less Than \$5000	150	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$5000	3,144	6,300	3,200	-3,100	-49.2%

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
Total Department	4,599,996	4,843,141	5,037,655	194,514	4.0%