



MICHIGAN INDIGENT
DEFENSE COMMISSION



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Allegan and Van Buren

Counties

Partnership Proposal

Compliance Plan for Indigent Defense Standards 1-4

November 20, 2017

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MICHIGAN INDIGENT DEFENSE COMMISSION

Compliance Plan for Indigent Defense Standards 1 – 4

Instructions

Local indigent defense systems have until **November 20, 2017**, to submit to the Michigan Indigent Defense Commission (MIDC) a plan for compliance with the first four approved minimum standards for indigent criminal defense services. This document includes instructions and a compliance plan structure for the submission and information on how to calculate your request for state funding. All application questions must be answered within the requirements, and all attachments and signatures included for a complete application. Failure to submit a complete application will result in the application being disapproved and returned, per MCL 780.993(4). Applications should be submitted through the MIDC's web portal at <http://portal.michiganidc.gov/>.

The application document includes the following sections: Applicant Information, Compliance Plan Narrative, Cost Analysis, Local Share Calculation, Data Collection, and Grant Calculation. The MIDC website, <http://michiganidc.gov>, hosts helpful information for compliance planning including additional guidelines, detailed white papers on each of the four standards and several model plans including sample cost analyses for different local indigent defense delivery systems.

Guidelines for the Cost Analysis and Local Share in the Compliance Plan

All proposed, estimated, or actual expenditures reported in either the Cost Analysis or the Local Share should be reflective of direct indigent defense system activities. For any funding requests for ancillary agencies, the claimed expense must be reasonably and directly related to the indigent defense function, with a clear justification and compelling rationale. The Local Share calculation – which acts as a baseline for continued funding unit contribution to the indigent defense system – may be reported as an estimate if the actual funding level cannot be calculated. If an estimate is provided for the Local Share, the methodology to calculate the estimate must be reported. All Local Share calculations must be certified by the authorizing official on the application. The following instructions provide general guidance for the Cost Analysis and, specifically, the enhanced costs to meet the provisions of the four standards. The costs, expenditures, and rates proposed are presumed reasonable; variations will be considered on a case-by-case basis.

Standard 1 - Indigent defense systems may achieve this standard by having attorneys register for a specific training or by facilitating a local or regional training program. Registration for Continuing Legal Education (CLE) hours will be allowed at the rate of \$25 per credit hour. Instructors for training programs

will be reimbursed at reasonable consultant rates commensurate with the local market. A guideline for illustrative purposes may be up to \$75/hr. with allowance for program development and preparation time for the training. Travel expenses for the attorneys to attend training or instructors for training programs will be reimbursed at current State of Michigan travel rates for mileage, meals, and lodging, if needed.

Standard 2 - Attorney time to meet this standard will be reimbursed according to reasonable local attorney rates, whether salaried, contract, or assigned attorneys. To facilitate early communication, practical use of technologies available for digital face-to-face communication may be employed. Supplies and equipment needed for technology-based communications will be considered. If it is necessary to create or alter building space to provide a confidential setting for attorneys and their clients, renovation expenses are allowed up to a maximum of \$25,000 per location. Requests exceeding \$25,000 will be reviewed with higher due diligence and considered with accompanying documentation for justification.

Standard 3 - Expenses for investigators will be considered at hourly rates not to exceed \$75. Expenses for expert witnesses will follow a tiered level of compensation based on education level and type of expert,* not to exceed these amounts:

High School or Equivalent	\$30/hr.
Associate’s Degree	\$50/hr.
Bachelor’s Degree	\$70/hr.
Master’s Degree	\$85/hr.
Crime Scene and Related Experts	\$100/hr.
CPA/Financial Expert	\$100/hr.
Pharmacy/PharmD	\$125/hr.
Information Technology Experts	\$150/hr.
Ph.D./Licensed Doctor	\$200/hr.

**The table of expert hourly rates is adopted from the guidelines published by the North Carolina Indigent Defense Services Commission. Variations will be considered on a case-by-case basis.*

Each indigent defense system will be limited to a capped amount of funds for investigators and experts based on the total new circuit adult criminal filings within the jurisdiction in the most recent calendar year, as reported and certified with the State Court Administrative Office. Systems within district courts of the 3rd class are considered in Tier I unless special circumstances are presented.

- 0 - 499 cases/year = Tier I - \$10,000
- 500 - 999 cases/year = Tier II - \$25,000

1,000 – 9,999 cases/year = Tier III - \$50,000

Over 10,000 cases/year = Tier IV – To be determined based on further discussion and review of records of the system(s)

Standard 4 - Attorney time to meet this standard should be reimbursed according to reasonable attorney rates, whether salaried, contract, or assigned attorneys. Methods for implementation can include on-call or appointed attorney systems, or other efficient models.

Applicant Information

Applicant Funding Unit(s): *Allegan and Van Buren Counties (Counties)*

Trial Courts Included in this Compliance Plan Submission: *48th Circuit, 36th Circuit, 57th District and 7th District*

Fiduciary Funding Unit: *Allegan County*

Federal ID Number: *38-1914307*

Street Address/City/Zip Code: *3283 122nd Ave, Allegan MI 49010*

AUTHORIZED OFFICIAL (Person Authorized to Enter into Agreements):

Name and Title: *Robert Sarro, Allegan County Administrator*

Street Address/City/Zip: *3283 122nd Ave, Allegan MI 49010*

Telephone: *269 673-0239*

Email Address: *administration@allegancounty.org*

Signature



Date *11-17-17*

Contact Information

PRIMARY CONTACT

(Person Responsible for Oversight and Reporting of Standards Implementation):

Name and Title: *Robert Sarro, Allegan County Administrator*

Street Address/City/Zip: *3283 122nd Ave, Allegan MI 49010*

Telephone: *269-673-0239*

Email Address: *administration@allegancounty.org*

Signature 

Date *11-17-17*

FINANCIAL CONTACT

(Person Responsible for Grant Accounting):

Name and Title: *Lorna Nenciarini, Allegan County Executive Director of Finance*

Street Address/City/Zip: *3283 122nd Ave, Allegan MI 49010*

Telephone: *269-673-0228*

Email Address: *lnenciarini@allegancounty.org*

Signature 

Date *11-17-17.*

COMPLIANCE PLAN NARRATIVE

Briefly describe the indigent defense delivery system(s) – contract, assigned counsel, or public defender – that the funding unit(s), for which this application is being considered, employed to deliver services before the MIDC Act took effect (July 1, 2013).

The Counties have traditionally delivered indigent defense services independently through assigned counsel from rosters.

Generally, how does the system(s) intend to comply with the MIDC standards 1-4? Please address whether you will continue with the model in place above, whether you have already made a transition to a new delivery system, or whether you intend to transition to a new delivery system.

The Counties propose to implement a combined cooperative “mixed system” approach utilizing a new joint regional public defender office and a roster of attorneys specific to each county. The newly created public defender office will consist of a regional public defender, two assistant public defenders, one paralegal, two legal administrative assistants, one receptionist and one part-time investigator. In addition, there will exist a budgetary line item for the retention and payment of expert witnesses. The public defender will be responsible for supervision of attorneys and staff in the office, oversight of the delivery of services including roster attorneys, budget development and ensuring compliance with standards.

Standard 1:

The public defender will arrange and/or verify participation by all attorneys taking appointments and providing representation under this plan in a minimum of 12 CLE hours per year.

Standard 2:

The Counties will designate and provide adequate appropriate space for initial attorney/client interviews in which attorney/client confidentiality is safeguarded. The public defender will be responsible for assignment of counsel in such a manner as to ensure that the interview is conducted as soon as practicable, no later than 72 hours after appointment.

Standard 3:

The public defender will oversee a line item budget which will include funds specific to expert witness fees in accordance with the MIDC tiered structure and hourly rate schedule. Investigative services will be provided by an on-staff investigator hired by the public defender.

Standard 4:

The public defender office will assign one assistant public defender from the regional office or a roster attorney to each of the counties to serve as “attorney at first appearance”.

Future Standards: The next standards currently under consideration and review for caseloads, qualification and review of counsel, independence and economic incentives/disincentives have been

considered for purposes of both current compliance and transition to future compliance with MIDC standards.

Please identify the name and position held (e.g., county administrator, judge, defense attorney, etc.) for each person involved in the compliance planning process for this delivery system.

Hon. Margaret Bakker, Chief Circuit Judge 48th Circuit Court

Hon. Kathleen Brickley, Chief Circuit Judge 36th Circuit Court

Robert Sarro, County Administrator Allegan County

John Faul, County Administrator Van Buren County

Frank Hardester, 36th Circuit Court Administrator

Michael Day, 48th Circuit Court Administrator

Richard Stroba, Federal Defenders Office/Consultant

Provide an attachment with the names, license or P#'s, and years of criminal defense experience for all attorneys the funding unit(s) intends to have deliver services as part of the local indigent defense system.

The attached list (appendix A) represents those attorneys on the Counties roster as of the time of submission of the application. All attorneys on the current rosters providing indigent defense services have more than two years of criminal defense experience. Any changes and/or additions will be provided as a supplement to this application. Upon hire of the public defender, the lists will be subject to review.

Standard 1 – Training and Education

Attorneys with fewer than two years of experience practicing criminal defense in Michigan shall participate in one basic skills acquisition class. Do any of the attorneys included in this plan have fewer than the required experience and require this training? How many?

No

All attorneys shall annually complete at least 12 hours of continuing legal education. How many attorneys require training in this plan?

7 Allegan, 10 Van Buren, 3 Regional Public Defenders

How will the funding unit(s) ensure that the attorneys satisfy the 12 hours of continuing legal education during the plan year?

The regional public defender's office will work with all attorneys taking appointments to ensure that the requirement is met. The office will track and keep record individually by attorney the number of training hours attended, the training provider and the dates the training was attended.

Standard 2 – Initial Interview

When a client is in local custody, counsel shall conduct an initial client intake interview within three business days after appointment. When a client is not in custody, counsel shall promptly deliver an introductory communication so that the client may follow-up and schedule a meeting. To be successful, this requires immediate notification of appointment and client contact information.

How does the plan facilitate immediate attorney assignment and notification of new cases? How will the system ensure attorneys are completing their interviews within three business days? How will the initial interview be accomplished?

At arraignment, all defendants making a request for and being found eligible for court appointed counsel, shall be assigned to the public defender. The district court clerk shall immediately scan and electronically transmit the appointment notice and the notice to appear to the public defender. The public defender shall immediately assign the case as appropriate to either a staff attorney in the office or to a roster attorney. For in custody defendants, the assigned attorney shall conduct an initial interview within 72 hours of appointment. The interview may be conducted either in person or by use of polycom/video phone. The jails in both counties have private professional interview rooms which can accommodate either in person or digital face-to-face contact with the client.

This standard further requires a confidential setting be provided for all client interviews.

Does the jail have confidential space for attorney-client interviews? Describe the space available for the interviews or the plan to provide confidential space.

The Allegan Jail has six and the Van Buren Jail has one confidential professional interview room(s) designated for use by attorneys to meet with and conduct interviews with their clients. Each of these rooms is equipped with technology, polycom and/or video phone, which would allow for a confidential interview between the assigned attorney and the client if the attorney is not able to meet in person within the allotted time.

Does the courthouse have confidential space for attorney-client interviews? Describe the space available for the interviews or the plan to provide confidential space.

The Allegan Courthouse has seven conference rooms directly across the hall from the circuit courtrooms that are available for confidential interviews between the assigned attorney and their client. Several of these rooms are also equipped with video phones to allow for confidential contact and communication between the attorney and their client if the client is in custody at the jail.

Van Buren County has eight conference rooms combined between the South Haven and Paw Paw Courthouses, four of which have video conferencing capabilities that will allow for confidential contact and communication.

Standard 3 – Experts and Investigators

This standard requires counsel to conduct an independent investigation. When appropriate, counsel shall request funds to retain an investigator to assist with the client’s defense. Counsel shall request the assistance of experts where it is reasonably necessary to prepare the defense and rebut the prosecution’s case. Counsel has a continuing duty to evaluate a case for appropriate defense investigations or expert assistance.

How will this standard be complied with by the delivery system?

In accordance with the tiered levels of compensation of expert witnesses, the Counties will establish a line item within the public defender activity budget in the amount of \$50,000 (Tier III). For investigative services, the proposed plan provides for the hiring of a part time staff investigator. On each case assigned to the public defender, the appointed counsel shall evaluate throughout the proceedings the need for investigative services and/or expert witness services. In the event it is determined by the attorney that there is a need for either or both investigative or expert witness services, a written request shall be filed with the office of the public defender in a form and containing such information as required by the public defender. A written policy shall be established by the public defender in accordance with the terms of Standard 3 to provide direction to appointed counsel in making such requests.

Standard 4 – Counsel At First Appearance and Other Critical Stages of the Case

Counsel shall be appointed to provide assistance to the defendant as soon as the defendant’s liberty is subject to restriction by a magistrate or judge. All persons determined to be eligible for indigent criminal defense services shall also have appointed counsel at pre-trial proceedings, during plea negotiations and at other critical stages, whether in court or out of court.

How will this standard be complied with by the delivery system?

The intent of the proposed plan is that within the regional office of the public defender for the Counties there will be two staff attorneys in addition to the public defender and an attorney roster established by the public defender. In each case assigned to the public defender office the public defender will make a determination which attorney from either the office or the roster will be assigned to handle first appearance. The public defender will work with the courts in both counties on timeliness of notices and scheduling on a regular and ongoing basis to ensure that consistent representation is available and that matters do not proceed without proper representation.

COST ANALYSIS

The MIDC Act requires funding unit(s) to provide a cost analysis as part of a request for state funding. The cost analysis should include all total indigent criminal defense services costs for compliance with minimum standards and the amount of funds in excess of the local share necessary to comply with the standards.

Refer to the instructions guide for grant allowances.

Personnel

Include staff, if any, whose work is or will be reasonably and directly related to the indigent defense function. Describe the duties of the positions listed (whether full-time or part-time) the number of hours worked, and rate of pay. Identify whether the positions will be a new cost as a result of the compliance plan.

Name	Position	Computation	Total
TBD	Public Defender	Annual Salary Commensurate with Chief Asst. Prosecutor 2080 hours (New)	\$94,000
TBD	(2) Asst. Public Defender	Annual Salary @ \$69,058 ea. Commensurate with Asst. Prosecutor 2080 hours (New)	\$138,116
TBD	Paralegal	Annual Salary Commensurate with Law Clerk 2080 hours (New)	\$59,838
TBD	(2) Legal Asst.	Annual Salary @ \$48,865 ea. Commensurate with Legal Secretary 2080 hours (New)	\$97,730
TBD	Receptionist	Annual Salary Commensurate with Allegan County equivalent position 2080 hours (New)	\$34,202
TBD	Investigator (part-time)	Hourly @ \$40 per hour 1040 hours	\$41,600
TOTAL:			\$465,486

Describe the fringe benefits listed here with the positions above.

Fringe Benefits	Percentage	Total
Employer FICA	.07	\$35,584
Retirement	.07	\$35,584
Hospital Insurance	.16	\$74,478
Dental Insurance	Built within the other represented numbers.	
Vision Insurance		
Unemployment		
Worker's Compensation	.0015	\$698
Life Insurance	.001	\$465
Other (Disability Insurance)	.006	\$2,793
Other		
	TOTAL:	\$149,602

Contractual

For assigned counsel, you may group all attorney contracts in one line item. You may list the computation as "various" to indicate various rates of pay and provide detail below for the pay structure. List contractors for training programs. Also, list contractors who will be providing construction services for confidential space, if needed. Confidential space costs should be discussed in detail below but costs cannot exceed \$25,000 per location. Requests exceeding \$25,000 will be reviewed with higher due diligence and considered with accompanying documentation for justification. List contracts for investigators and experts here. Provide detail for the types of contractors listed above, rates and hours, and services to be provided. Identify if the contractor will be a new cost or includes cost enhancements for implementation of the compliance plan.

Table of current service level -

CONTRACTOR	COMPUTATION	SERVICES TO BE PROVIDED	TOTAL
Roster Attorneys	Total # of apts. both counties divided by total # of attorneys = avg. # of apts. per attorney (-) Subtract the apts. going to Asst. Public Defenders and Public Defender.	Attorney fees	\$85 per hour (\$100 per/hr. trial time) Man. Life (avg. 4 per/yr.) Avg. 20 hrs. per/case + trial Other life (avg. 46 per/year)

	Determine avg # of appts. by case category Calculate \$ amounts based on \$85 per hour (\$100 per hour trial time) X avg # of hrs. per case		Avg. 18 hrs. per case + trial All other felonies (avg. 1200 per year) Avg. 15 hrs. per case + trial
Roster Attorneys		Trial Time	Avg. 25 trials per year (all felonies) Avg. 2.5 days per trial 6 hrs. per trial day
Roster Attorneys		Misdemeanors	Avg. 12,700 per year Avg. 8 hrs. per case + trial time Avg. 20 trial per year Avg. 1 day per trial 6 hrs. per trial day
Roster Attorneys		PPO/PV Hearings	Avg. 200 per year Avg. 2 hrs. per case
	Computation for total: Total # of appts both counties divided by total # of attys = avg# of appts p/atty Subtract the appts going to Asst PD's and PD		
	Determine avg # of appts by case category Calculate \$ amounts based on \$85 p/hr. (\$100 p/hr. trial time) X avg. # of hrs. p/case		

Analysis of new standard utilizing an adjusted service level as the base-

Total # of appts 2016 = 2996 divided by 20 attys = 150 appts p/atty

2 ass't pd's x 150 = 300 appts. (double this for full time equivalent) = 600 + 150 for PD = 750 cases handled by PD's office

2996 total appts. – 750 (handled by PD's office) = 2246 cases assigned to roster attys

Cases by category per year

Mandatory Life	Other Life	Other Felony	Misdemeanor	PPO/PV
Avg. 4 p/yr.	Avg. 46 p/yr.	Avg. 1200 p/yr.	Avg. 12,700 p/yr.	200 p/yr.

Total number of cases all categories = 14,150

2246 (total roster appts.) divided by 14,150 (total cases) = 16% assignment rate

.16 x total in each category = time allotted per case/activity

Mandatory Life/ 20 hrs. x 1 case @ \$85 p/hr. = \$1700

6 hrs. (trial time) x 1 trial x 2.5 days p/avg. trial @\$100 = \$1500

Other life/ 18 hrs. x 7 cases @\$85 p/hr. = \$10,710

6 hrs. (trial time) x 2 trials x 2.5 days p/avg. trial @\$100 = \$3000

Other Felony/ 15 hrs. x 192 cases @ \$85 p/hr. = \$244,800

6 hrs. (trial time) x 4 trials x 2.5 days p/avg. trial @ \$100 = \$6000

Misdemeanors/ 8 hrs. x 2032 cases @ \$85 p/hr. = \$1,381,760

6 hrs. (trial time) x 6 trials x 1 day p/avg. trial @ \$100 = \$3600

PPO/PV/ 2 hrs. x 32 cases @ \$85 p/hr. = \$5440

Expert witness fees (based on Tier III level) = \$50,000

TOTAL Contractual = \$1,708,510

The established costs listed below are based on a recently submitted proposal to create/renovate space for the Department of Corrections/Parole Offices in Allegan County. Should the Counties application be approved, official estimates will be sought and provided.

Construction/Renovation Costs-

Below is a space and cost estimate to renovate Counties' existing buildings to suit needs. The square foot allocations below are similar to the current office dimensions of the Allegan chief prosecuting attorney (260 sq. ft.), assistant attorneys (180 sq. ft.), and general support staff. But they have been reduced slightly to conform to standard office configurations. Costs listed below is relative to the establishment of a complete public defender's office. Renovation of existing space combined with confidential space have been considered in the total. We understand, this space maybe limited to \$25,000.

- (1) Lead Attorney or counselor @ 200 sq. ft. = 200 sq. ft.
- (3) Assistant attorney or counselors @ 150 sq. ft. each = 450 sq. ft.
- (3) support staff @ 64 sq. ft. each = 192 sq. ft.

- (1) shared conference room = 300 sq. ft.
- (2) smaller conference rooms @ 150 sq. ft. each = 300 sq. ft.
- Sqft for hallways, storage, open areas, etc. = 1,000

TOTAL sq. ft. of 2,442 @ \$150 sq. ft. = \$366,300
TOTAL Construction & Contractual = \$2,074,810

Travel and Training

Include registrations for continuing legal education hours and training. Travel expenses should adhere to local funding unit travel policies, not to exceed State of Michigan standardized travel rates. Provide detail for the types of travel and training expenses with applicable rates. Identify whether the expense is new as a result of the compliance plan.

Costs below are relatively new within an establishment of a public defender's office.

TYPES OF TRAVEL/TRAINING	COMPUTATION	TOTAL
CLE	20 attorneys X 12 hrs. @ \$25 per hour.	\$6,000
Support staff	5 staff X \$125 registration	\$625
Travel - training	25 X avg. 200 miles X .54 per mile	\$2,700
Room/Board/Misc. – Training	6 staff X 1 night per employee X \$150	\$900
Routine travel	Avg. 90 mile per week (52) X .54 per mile	\$2,527
	TOTAL:	\$12,752

Supplies and Other

Include all other expenses not provided elsewhere in the cost analysis. Provide details for supplies and other expenses. Identify whether the expense is new as a result of the compliance plan.

Costs below are new within an establishment of a public defender's office.

ITEM	COMPUTATION	TOTAL
Office furniture	7 employees/\$1,000	\$7,000
Laptops/computers/IT	7 employees/\$1,200	\$8,400

Other office equipment	copier/fax etc.	\$5,200
Maintenance/repairs	½ of Prosecutor’s Budget	\$3,375
Office supplies	½ of Prosecutor’s Budget	\$2,500
Printing costs	½ of Prosecutor’s Budget	\$3,250
Books	½ of Prosecutor’s Budget	\$1,250
Postage	½ of Prosecutor’s Budget	\$650
Memberships/subscriptions	½ of Prosecutor’s Budget	\$2,500
WestLaw	Office contract	\$10,000
	TOTAL:	\$44,125

Total Cost Analysis (sum of all expenditure sections)

\$ 2,746,775

The MIDC Act, MCL 780.993(2), allows for an indigent defense system to request reimbursement as part of the total grant for the cost of developing the compliance plan. If submitting a claim for this expense, provide an explanation and calculation with details of all plan development costs. Attach a separate document with the compliance plan submission if needed.

<u>GRANT CALCULATION</u>	
TOTAL COST ANALYSIS	\$2,746,775
COMPLIANCE PLANNING COSTS	\$0
LOCAL SHARE	\$529,260
COMPLIANCE PLAN GRANT REQUEST	\$2,217,515

LOCAL SHARE CALCULATION

The Local Share is defined as an indigent criminal defense system's average annual direct expenditures for adult criminal defense services for three fiscal years preceding the creation of the MIDC Act (effective July 1, 2013). Collections or reimbursements made to the system for partially indigent defendants are applied to the calculation.

Expenditures to be included in the calculation:

- Payments to criminal defense attorneys (contracts, public defenders, appointed systems, hybrid systems) for providing indigent adult criminal defense services including services for expedited docket programs, criminal contempt, juveniles waived into adult court, appeals from district to circuit court or eligible interlocutory appeals to the Court of Appeals
- Payments to experts and investigators
- Other expenses including attorney supplies, travel, or training

Services not included as expenditures:

- Post-sentencing appeals
- Probate, Juvenile Delinquency, Abuse and Neglect cases
- Civil Contempt
- Counsel at lineup (before charges are filed)

Reimbursements:

- Fees paid by or on behalf of a defendant for indigent criminal defense services including payments by the Michigan Department of Corrections and grant payments that include indigent defense services as eligible grant expenditures (i.e. expedited docket programs)

If the actual expenses and reimbursements cannot be calculated as exact, identify that you are providing estimates and discuss the methodology for determining the estimated local share.

FISCAL YEAR	ALLEGAN	VAN BUREN	TOTAL EXPENSES	ALLEGAN	VAN BUREN	NET REIMBUR.	ALLEGAN	VAN BURSEN	NET EXPENSES
2010	355,611	377,191	732,802	134,586	152,039	286,625	221,025	225,152	446,177
2011	369,820	495,672	865,492	134,719	123,423	258,142	235,101	372,249	607,350
2012	364,612	430,350	794,962	133,247	127,299	260,546	231,365	302,888	534,253
Average of Three Fiscal Years	363,348	434,404	797,752	134,184	134,254	268,438	229,164	300,096	529,260

Certification: I certify to the best of my knowledge and belief that the calculation of the local share is correct and complete and that all fiscal details included are direct indigent defense system expenditures and reimbursements in the given fiscal years.

Authorizing Official Name Robert J. Sarro 
(Printed) (Signature)

Title County Administrator Date 11-17-17

Data Collection

In the future, the MIDC expects to collect data on the following topics related to the first four standards. Data points include “system-wide data” (pertaining to each indigent defense system), “attorney-level data” (pertaining to each attorney) and “case-level data” (pertaining to each individual court case). This list is not exhaustive but offers guidance on the types of data that will be critical to demonstrating standards compliance.

System-Wide Data Points

- Local requirements for training
- Existence of local training options
- Structure of any local administrative bodies responsible for identifying training needs and implementing training
- Mechanism(s) and timeline for notifying attorneys of new appointments
- Existence of confidential space for attorney-client interviews in holding facilities and courthouses
- Mechanism(s) by which attorneys request investigators or expert witnesses
- Delivery models for provision of counsel at first appearance

Attorney-Level Data Points

- P numbers and contact information
- Total number of annual completed CLE credits
- Location, date and content of all completed training courses

Case-Level Data Points

- Defendant request for appointed counsel
- Court appointment of counsel and date
- Date of attorney notification of appointment
- Date of initial client interview
- Request for investigator, date granted or denied
- Request for expert witness, date granted or denied
- Presence of counsel at first appearance
- Mechanism by which counsel at first appearance was provided
- Type and amount of bail issued, if any

The MIDC Act, MCL 780.993 (9), requires the state to appropriate funds for the reasonable costs associated with data required to be collected by the MIDC in excess of the local government’s data costs for other purposes. Costs associated with data collection are not required to be submitted with this compliance plan submission but will be addressed at a future date and are remarked here for informational purposes.

Compliance Plan - APPENDIX A

Allegheny County

Attorney Name:	P#:	Years of Experience:
Matthew Antkowiak	59449	18
Christopher Burnett	68573	10
Robert Champion	52726	14
Emily Green	34562	24
Frederick Jensen Jr	63945	14
Paul Klein	39805	30
James Mikel McEwen	53923	22
Heidi Wolf	52011	23

Van Buren County

Attorney Name:	P#:	Years of Experience:
Adam Bancroft	70318	10
Nichole Dunfield	61668	14
Darrell Fahney	68274	11
Gary Gabry	29739	34
Mike Hills	58571	18
Becket Jones	75050	5
Jessica Lafond	78272	2.5
David Hunt	35037	23
Suzanne Klein	61910	13
James Kolosowky	75882	5.5
Gennel Laluna-Schaeffer	65387	12
Rudolph Marcelletti	35024	34
Gary Stewart	49442	18