

The Criminal District Attorney's Office

F2024 Budget Request

John Creuzot

Criminal District Attorney





FY 2024 Budget Summary

The Criminal District Attorney's Office

FY2024 requests represent a 4.58 % increase over FY2023 adopted budget

FY2023 Adopted Budget		FY2024 New Funding Requests	
Operating:	\$1,797,426	Operating:	\$453,458
Personnel:	\$62,255,042	Equipment/Capital:	\$160,000
		Personnel:	\$2,321,162
Total Funding:	\$64,052,468	New Funding Total:	\$2,934,570



FY 2024 Budget Priorities

The Criminal District Attorney's Office

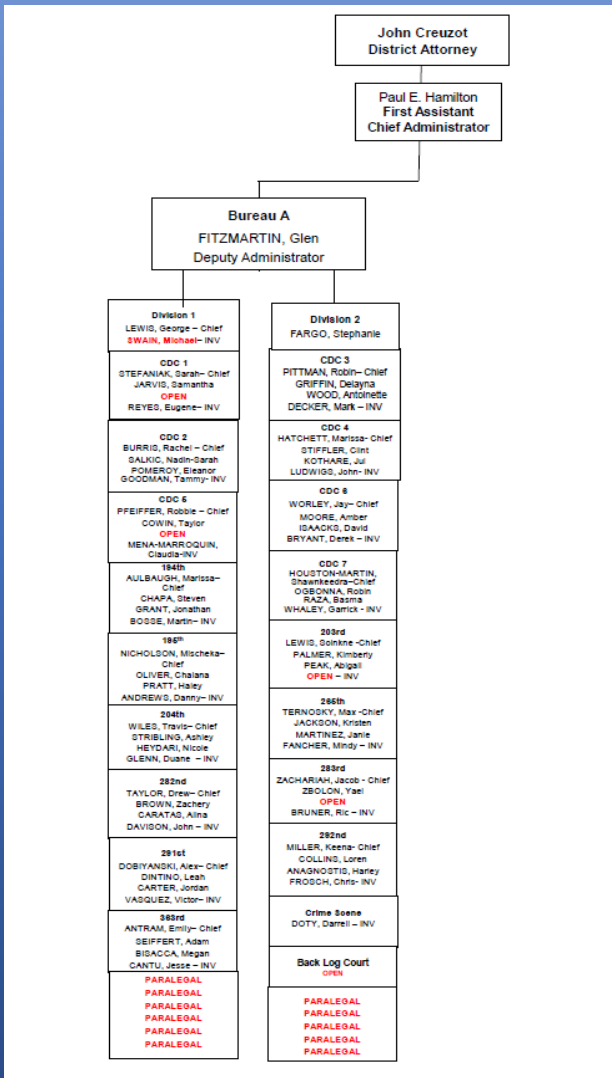
The District Attorney's Office is seeking additional and reclassified positions to address the critical demands and priorities more effectively. To ensure adequate management of all divisions and practice areas, it is crucial to formalize the organizational restructuring of the administrative team. Furthermore, the Office aims to right-size prosecutor caseloads, while also enhancing diversion and rehabilitation programs to reduce recidivism. Amongst the specific and targeted goals are:

1. Continued efforts to mitigate case backlog in the Grand Jury/Intake Division.
2. Provide adequate felony trial team administrative support.
3. Enhance expertise and resources in specialized areas: Cybercrimes, Financial Crimes, Juvenile Crimes and Vehicular Crimes.
4. Preparedness to address technological advancements and challenges in criminal case filings, prosecutions and investigations.
5. Right size support for vital Permanency Court operations.



FY 2024 Personnel Request – Felony Trial

The Criminal District Attorney’s Office



Priority	Type	Cost Center	Request Name	Qty	FTE	Amount	Request Description
1	Personnel	4011	New Position	11	11	\$1,049,158	Paralegal (Grade 15)

Reasons for Need

- Case monitoring, subpoena request, and motion preparation.
- Process and managed overwhelming volumes of critical and complex digital evidence.
- Assist in compliance with Brady and Michael Morton disclosures.
- Administrative support for prosecutors.
- Liaison between felony trial court teams and victims/witnesses.
- Legal research and complex problem-solving support.



FY 2024 Personnel Request – Grand Jury / Intake

The Criminal District Attorney’s Office

Priority	Type	Cost Center	Request Name	Qty	FTE	Amount	Request Description
3	Personnel	4011	New Part time Position	1	1	\$88,164 (based on the current rate * 1040 hrs)	Attorney VI
3	Personnel	4011	Reclass	1	1	\$4,141	Legal secretary grade 9 to Legal assistant grade 10 (EDR Compliance)

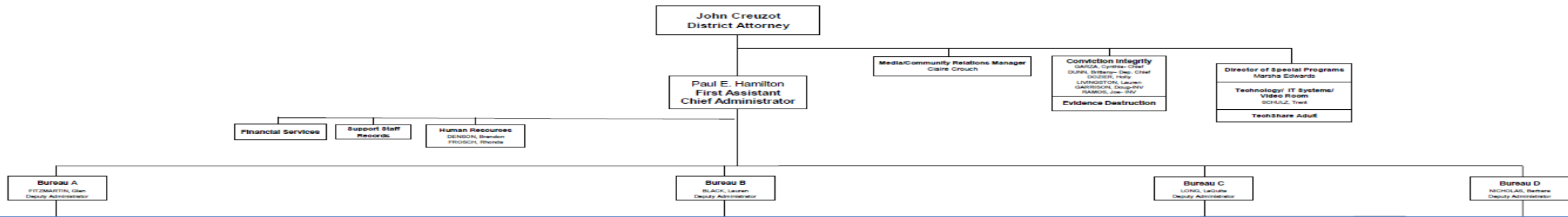
Reasons for Need

- Assist with mitigating a Grand jury/Intake backlog of approximately 7,000 cases.
- Additional support to maintain appropriate case review and intake efficiencies.
- Additional responsibilities relating to Felony Pretrial Intervention considerations at the earliest case intake stage.



FY 2024 Personnel Request – Admin

The Criminal District Attorney’s Office



Reasons for Need
• Quantitative and Qualitative Efficiencies
• Leadership Skills
• Expertise and Experience
• Decision-Making Authority
• Market Value
• Retention and Motivation

Priority	Cost Center	Request Name	Qty	FTE	Amount	Request Description
1	4011	Reclass	1	1	\$63,845	Attorney VII (Legal Division Director)
1	4011	Reclass	1	1	\$51,737	Attorney VII (Legal Division Director)
1	4011	Reclass	1	1	\$41,937	Attorney VII (Legal Division Director)
2	4011	Reclass	1	1	\$7,252	Administrative Assistant

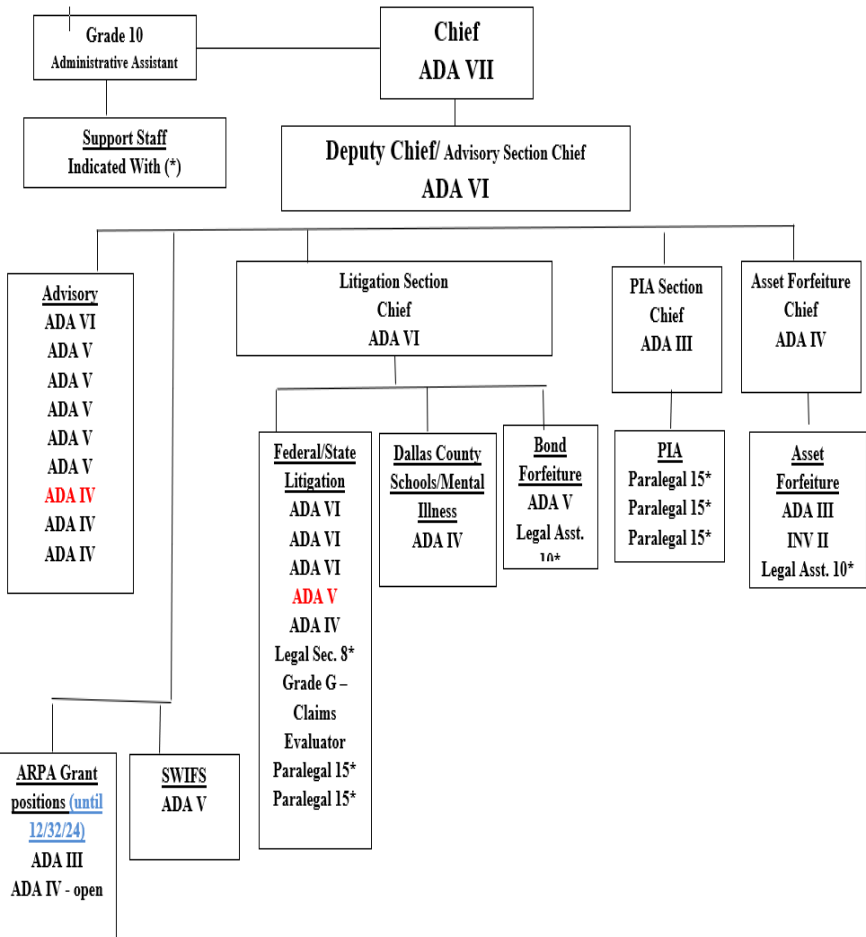


FY 2024 Personnel Request – Civil

The Criminal District Attorney's Office

CIVIL DIVISION

CURRENT



Priority	Type	Cost Center	Request Name	Qty	FTE	Amount	Request Description
1	Personnel	4011	New Position	1	1	\$170,306	Attorney V - Litigation
1	Personnel	4011	New Position	1	1	\$142,965	Attorney IV - Advisory

Reasons for Need

- Increased workload due to expanding legal business of the county
- Loss of institutional knowledge
- Shift away from cooperative agreements
- Time-sensitive procurement contracts
- Increase in election-related challenges
- Anticipated high-demand litigation cases
- Insufficient staffing to meet current and future demands



FY 2024 Personnel Request – Conviction Integrity

The Criminal District Attorney's Office

Priority	Type	Cost Center	Request Name	Qty	FTE	Amount	Request Description
2	Personnel	4011	New Position	1	1	\$120,558	Post-Conviction Evidence Attorney III
3	Personnel	4011	New Position	1	1	\$56,493	Legal secretary (Grade 8)

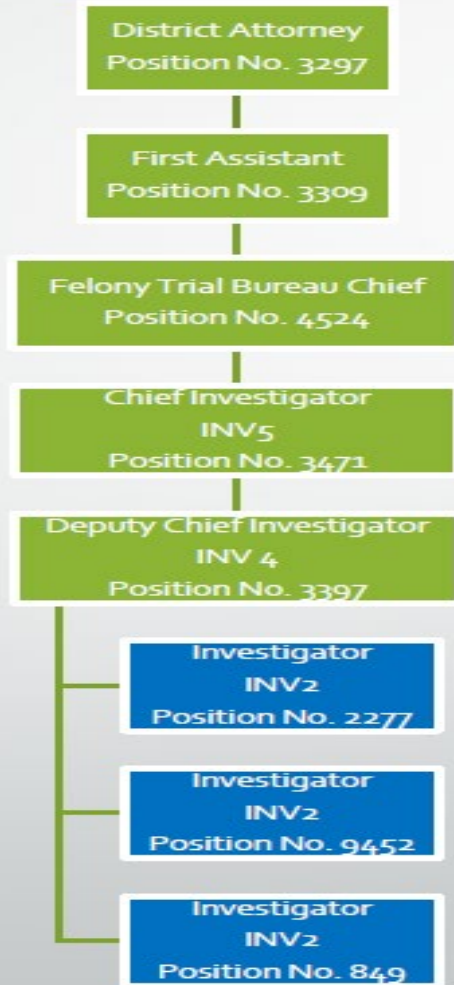
Reasons for Need

- Need experienced staff to review and process voluminous post conviction disclosures.
- Needed to ensure strict compliance with Michael Morton and Brady requirements post-judgment.



FY 2024 Personnel Request – Investigator

The Criminal District Attorney's Office



Priority	Type	Cost Center	Request Name	Qty	FTE	Amount	Request Description
1	Personnel	4011	Reclass	3	3	\$26,841	Investigator I to II

Reasons for Reclassification

- Acknowledges consistent duties and responsibilities across all investigators
- Attracting and retaining skilled and experienced investigators
- Competitive recruitment with local law enforcement agencies
- Maintaining professionalism and effectiveness in investigations

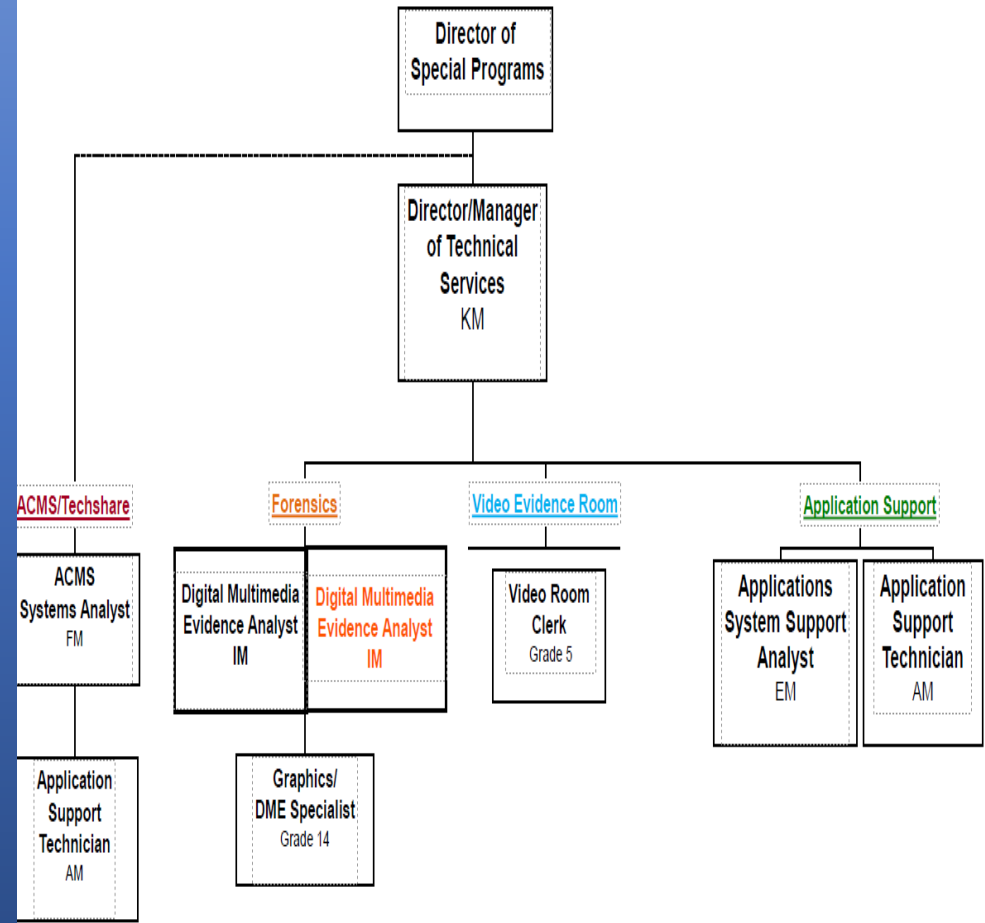


FY 2024 Personnel Request— Technology

The Criminal District Attorney's Office

TECHNOLOGY

Proposed



Priority	Type	Cost Center	Request Name	Qty	FTE	Amount	Request Description
1	Personnel	4011	New Position	1	1	\$97,675	Certified Forensic Digital Multi-Media Evidence Analyst

Reasons for Need

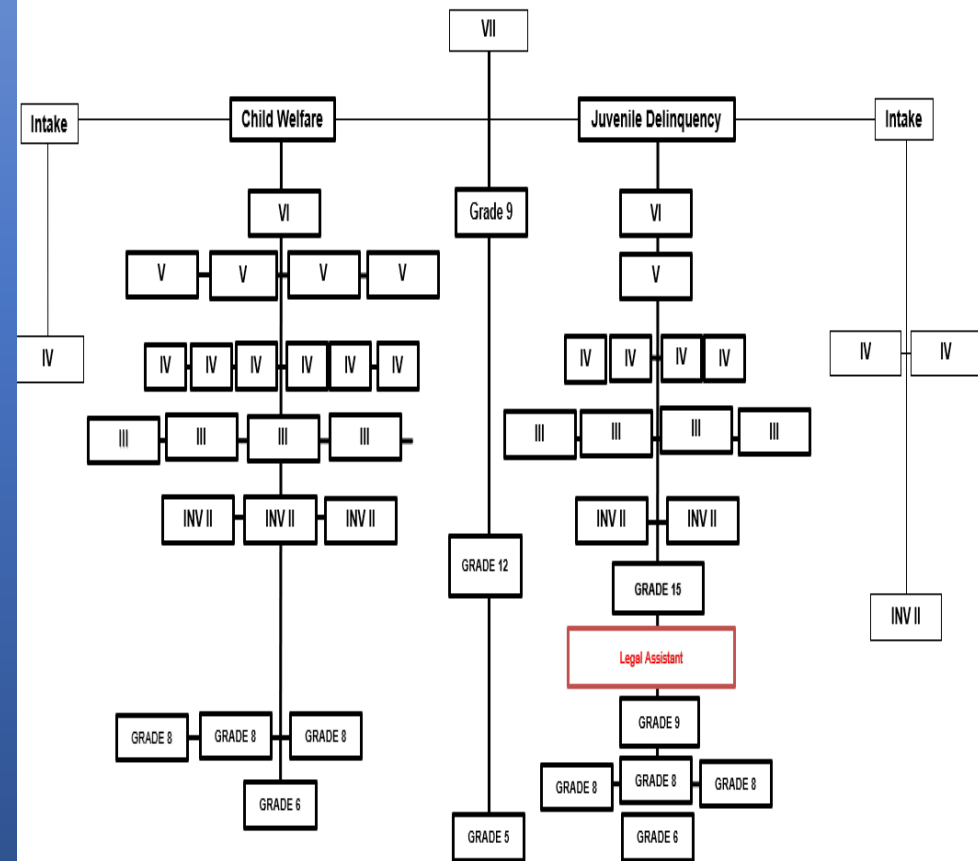
- Cost Savings by developing expertise in-house
- Flexibility and availability of in-house expertise
- Compromised Trial Preparation/Presentation
- Increasing demands of processing digital media evidence



FY 2024 Personnel Request– Juvenile

The Criminal District Attorney’s Office

PROPOSED JUVENILE ORG CHART



Priority	Type	Cost Center	Request Name	Qty	FTE	Amount	Request Description
2	Personnel	4011	New Position	1	1	\$95,378	Paralegal (Grade 15)
1	Personnel	4011	New Position	1	1	\$120,558	Attorney III
1	Personnel	4011	New Position	1	1	\$170,306	Attorney V

Reasons for need

- Address findings of the Dallas County Juvenile Process Evaluation.
- Develop more diversion programs for juvenile cases.
- Lower the detention population through diversion.
- Reduce formal petitions filed by the department.
- Collaborate with law enforcement agencies to screen cases during intake.
- Provide appropriate resources based on risk/needs assessments for diverted cases.



FY 2024 Personnel Request– Specialized Crime

The Criminal District Attorney’s Office

Priority	Type	Cost Center	Request Name	Qty	FTE	Amount	Request Description
1	Personnel	4011	Reclass	1	1	\$13,798	Forensic Financial Analyst

Reasons for Need

- Evolving Job Requirements: Expertise in forensic financial investigations and testimony
- Complexity of Financial Crimes: Handling high-profile investigations and utilizing advanced technology
- Position was previously classified at the requested Grade K



FY 2024 Budget Request – Equipment

The Criminal District Attorney’s Office

Priority	Type	Cost Center	Request Name	Amount	Request Description
1	Equipment/ Capital	4011 – District Attorney	68130 - Building Improvements and	\$150,000	<ul style="list-style-type: none"> • Security Enhancements • Space Optimization
1	Equipment/ Capital	4011 – District Attorney	68410 - Furniture and Equipment	\$10,000	<p>The handheld scanners are crucial for our department's relocation to the new records storage facility. These scanners are compatible with the advanced records software starting in June 2023, as seen in other county departments.</p> <p>Retired old Scanners</p>



FY 2024 Budget Request – Operational

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Priority	Type	Cost Center	Request Name	Amount	Request Description
1	Operational (opengov)	4011	62094 – Software as a Service	\$50,000	Software maintenance services support various aspects of the District Attorney's operations, including video analysis, financial investigation, data tracking, evidence collection, transcription, and case management.
1	Operational (opengov)	4011	62090 – Property Less than \$5000	\$30,000	Common office items with a value below \$5,000 that are used to support day-to-day office operations and create a functional and efficient work environment.