

Technical Support Application Form

County Requesting Support:		Date of Request:	
Williamson County		July 30, 2014	
Address:		Contact Information	
405 S. MLK Blvd., Box 8		Name:	Dan A. Gattis
Georgetown, Texas 78626		Title:	County Judge
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Project Name:		Time Period:	
Williamson County Technical Support Implementation Project		October 1, 2014 – September 30, 2015	

Brief Description:
<p>Williamson County received a \$100,000 Technical Support grant to conduct an evaluation of the county's indigent defense practices. Following the evaluation, the judiciary reviewed the assessment received and would like to request funding to help with implementation of some of the identified recommendations, implementation of enhancements to the Odyssey system that are being developed through the Collin County TIDC grant, and training on Odyssey to ensure documentation and reporting of Fair Defense Act compliance occurs. Williamson County requests assistance with an Indigent Defense Administrator to promote compliance with the Fair Defense Act and implementation of enhancements to Odyssey which will allow more detailed documentation of compliance.</p>

Issue to Be Addressed:
<p>Williamson County is one of the fastest growing counties in the nation, with the population growing over 1000 percent between 1970 and 2012, with court cases mirroring this growth and increasing from 37,305 court cases in 1970 to 456,232 in 2012. Currently, there is not a dedicated and centralized point of contact with responsibility for indigent defense court appointment list. As per recommendations received through the "Indigent Defense Systems Assessment: Williamson County" that was prepared by the Council of State Governments, through a FY2012 Technical Support Grant Number 212-TS-246, the County will establish a centralized point of contact for court appointment list matters. Williamson County requests assistance for one-half of the salary for a new position of Indigent Defense Administrator (job description attached as Exhibit A) and related expenses. This position will provide a centralized point of contact for county, courts, attorneys, clerks, jail staff and other stakeholders to promote compliance with the Fair Defense Act and other related statutes.</p>

<p>Recommendation #1 – "The county must learn the unused functions of Odyssey to record and extract data through report generation." This recommendation will be accomplished by providing the courts with training on the Odyssey system. This training will include a follow-up with individual courts as requested by the District and County Court at Law Judges, to assure a thorough understanding is achieved and that individual questions are addressed. The Williamson County IT Department is working</p>

with Tyler Technologies to provide a training opportunity for all courts on the Odyssey system and reporting functions. The training is expected to occur in September 2014. An additional training will take place after testing and roll out of Odyssey enhancements that are being funded through the Collin County grant.

Recommendation #2 – “Improve the functionality of the Odyssey system to be able to fully report on all compliance items.” This recommendation will be accomplished through Williamson County’s participation in the Council of Urban Counties (CUC) Tech Share project and by collaboration with Collin County on their TIDC grant for enhancements to the Odyssey system. Williamson County participated in the CUC Tech Share workshop with Tyler Technologies and other urban counties on March 17, 2014 and has representation on the Tech Share Odyssey Workgroup. This Odyssey work group is collaborating on enhancements to the Odyssey program, helping to ensure that the functionality of Odyssey is being used in the most efficient and productive ways. Williamson County requests funding to help with the implementation, configuration, training, conversion and possibly the creation of additional reports from Tyler Technologies (estimate from Tyler Technologies – Exhibit E). Funding will enable Williamson County to interface the current Odyssey system, with indigent defense program enhancements that are expected to be completed through Collin County’s TIDC grant in early 2015.

Proposed Project to Address Problem:

The position of Indigent Defense Administrator will assist in centralizing and coordinating indigent defense activities, by providing a point of contact for attorneys, defendants, and judges, with questions on the Court Appointed Attorney Lists. The position will provide support and assistance to IT during enhancements of the Odyssey system, helping to ensure that the functionality of Odyssey is being used in the most efficient and productive ways. The position will compile statistical, financial and/or auditing reports as needed, to promote sound practices and processes related to legal and procedural compliance for court appointment, as well as provide independence in the appointment process. Funding for an Indigent Defense Administrator, expenses related to the hiring of the new position, support for Odyssey training, and assistance with implementation of Odyssey enhancements will help address recommendations #1, #2 and #4 that were made by the Council of State Governments during their assessment of the Williamson County indigent defense system.

Specific Assistance Needed from the Task Force:

Williamson County requests approval to expend \$37,093 in unused grant funds from the above referenced Grant Number 212-TS-246, and an additional \$120,665 to assist in hiring and providing necessary supplies for an Indigent Defense Administrator, implementation of upcoming Odyssey enhancements and Odyssey training. Williamson County will provide \$40,338 in grant match.

Final Project Report & Request for Reimbursement

Final Project Report and request for reimbursement will be submitted prior to closing date of the grant period. Quarterly progress reports, with agreed upon metrics will be filed. Reporting measures could include: presentation to stakeholder groups, number of attorneys managed on the appointment list and the number of distinct appointment lists; compliance with Fair Defense Act report results, and new functions used in Odyssey.

Additional Documentation if Applicable

Indigent Defense Administrator Draft job description – Exhibit A
Proposed Flow Chart of Indigent Defense, Magistration and PR Bond Office – Exhibit B
Proposed Budget for funding request – Exhibit C
Colin County update – Exhibit D
Tyler Technologies Estimate – Exhibit E

Williamson County requests the above Technical Support from the Task Force on Indigent Defense. We understand that:

1. The above requested technical support is subject to approval by the Task Force on Indigent Defense.
2. This application does not constitute an agreement until approved and accepted by all parties.
3. Task Force reimbursement will only be made for expenses incurred during the period indicated in this request but in no case may it be for expenses prior to the beginning of this agreement or after the end date agreed in writing with the Task Force.
4. The county may not obligate Task Force funds or staff without a specific written agreement.
5. Disbursement of funds is always subject to the availability of funds.

Signature

Honorable Michael Jergins
Local Administrative Judge
Program Director

Date

Signature

Honorable Dan A. Gattis
Williamson County Judge
Designated Official

Date