



**Program #15204B - Pretrial - Restoration of 2.0 OA2** FY 2025 Department Requested

**Department:** District Attorney **Program Contact:** Kirsten Snowden  
**Program Offer Type:** Restoration Request **Program Offer Stage:** Department Requested  
**Related Programs:**  
**Program Characteristics:** Out of Target

**Executive Summary**

The Pretrial Unit coordinates all judicial appeal cases, civil litigation, post-conviction cases, felony arraignments, habeas proceedings, fugitive and extradition matters, out of state material witness cases, public records requests, and appeals. Pretrial also oversees the administration of the grand jury process and body-worn camera review.

**Program Description**

The Pretrial Unit handles the first and last contacts that most individuals accused of a crime have with the judicial system. MCDA is mindful of that role and view these important decisions through an equity lens, cognizant of the disparate impacts on different parts of the community as victims of crime and criminal defendants. Pretrial DDAs review all non-domestic violence misdemeanor charges referred to MCDA and determine whether or not to initiate prosecution. On average this is about 1,000 cases per month.

Pretrial also handles many other duties that do not fit neatly into a trial unit, including fugitive and extradition matters, public records requests and appeals, criminal appellate coordination, administration and training for all three grand jury panels in Multnomah County, and advice and legal consultation with other attorneys on a wide range of topics.

This program offer is requesting restoration of the 2.0 FTE Office Assistant 2 positions that have been cut in order to meet the FY 2025's 3% general fund reduction to the constraint. The loss of 2.0 FTE administrative staff members would increase the already overburdened administrative staff to levels that would not be manageable. In addition to adding workload on to other administrative staff members, this will impact DDAs with their cases due to longer wait times for the administrative aspects of their workload.

**Performance Measures**

Measure Type	Performance Measure	FY23 Actual	FY24 Budgeted	FY24 Estimate	FY25 Target
Output	Number of annual Student DEI Training Hours per staff member	N/A	N/A	N/A	8
Outcome	Number of annual online training hours per staff member	N/A	N/A	N/A	8

**Performance Measures Descriptions**

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Department Requested General Fund	Department Requested Other Funds
	2024	2024	2025	2025
Program Expenses				
Personnel	\$0	\$0	\$185,816	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$185,816</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$185,816</b>	
Program FTE	0.00	0.00	2.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Explanation of Revenues

Significant Program Changes

Last Year this program was: FY 2024: 15204A Pretrial

For FY 2025, 2.0 FTE Office Assistant positions are in this out-of-target program offer due to general fund constraint reduction.