

**UTAH PROSECUTION COUNCIL MEETING  
PROPOSED AGENDA**

Wednesday, April 19, 2023  
9:00 a.m.

**Via Teams:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_OWM2OWU0MmEtMzdiMi00OWVhLThlYTctZjZkYTFjNGJlMGMy%40thread.v2/0?context=%7b%22Tid%22%3a%22cf2d8167-d3f4-4409-a289-d4b0ad0ce47a%22%2c%22Oid%22%3a%22003dac62-5bf8-4fe5-95cb-b50c4665d9ac%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OWM2OWU0MmEtMzdiMi00OWVhLThlYTctZjZkYTFjNGJlMGMy%40thread.v2/0?context=%7b%22Tid%22%3a%22cf2d8167-d3f4-4409-a289-d4b0ad0ce47a%22%2c%22Oid%22%3a%22003dac62-5bf8-4fe5-95cb-b50c4665d9ac%22%7d)

**Physical Location**

5272 College Dr.  
Murray, UT 84123

1. Review Minutes from Last Meeting
2. Budget Review
3. Prosecutor of the Year
4. Lifetime Achievement Award
5. CJC Letter
6. Targeted Compensation Increases - Further Discussion
7. Training Committee Report
8. eProsecutor
9. Allow treatment providers to set up tables at our conferences
10. UPAAs Report
11. Resource Prosecutor Report

# UTAH PROSECUTION COUNCIL MEETING PROPOSED AGENDA

Wednesday, April 19, 2023

9-11 a.m.

5272 College Drive

Murray, UT 84123

West Training Room

1. Minutes from November 30, 2022 Council Meetings, *Tab A*
  - a. Vote to amend or approve.
2. FY23 Budget Review, *Tab B*
  - a. The budget you're looking at only reflects FINET expenses paid through February 2023.
  - b. We have exceeded budgeted income for all conferences, except DV Bootcamp. We were one student short for what we budgeted for.
  - c. Still collecting Spring Conference fees
  - d. John R. Justice will close out shortly. Pending final approval of special conditions from DOJ.
  - e. Have not received all reimbursable expenses
    - i. TSRP grant funding
    - ii. eProsecutor administrator salary
  - f. Continuing to collect eProsecutor user fees
  - g. Admin Fees to AGO not yet posted to our account for payment
  - h. Have come in under budget for most of our conferences
  - i. Projecting \$60,000+ in net revenue
3. Prosecutor of the Year
  - a. Review Committee
    - i. Ed Montgomery
    - ii. Ryan Peters
    - iii. Karyn Walker
    - iv. UPC Staff
  - b. Ryan McBride was selected.
  - c. Next year need to clarify that the factors to be considered are for the past year, not an entire career.
  - d. The award will be dated for the year previous; i.e. this year's award is the 2022 prosecutor of the year award, as it represents work done the past year.
4. Lifetime Recognition Award
  - a. Most of the nominations we received contained explanations that spanned the nominees career.

- b. As a committee we discussed creating a lifetime recognition award as much of what was submitted was worthy of recognition but for work done over the course of a career, not the past year.
5. Letter from UPC and Heather Stewart, CJC, *Tab C*
- a. Rob Van Dyke asked that this be put on the agenda.
  - b. Heather Stewart will join us to answer any questions, address any concerns.
6. Targeted Compensation Increases - Further Discussion: Continued Salary Increase Discussion *Tab D*
- a. The Council voted to wait to discuss UPC employee salary increases until after the session to see whether the Legislature would fund salary increases. Here is what happened.
    - i. The Legislature provided the AGO with a sizeable salary increase.
    - ii. The AG Exec Staff, Division Directors and Compensation Committee met and determined the following increases:
      - (1) All employees received a 5% COLA increase
      - (2) Non-targeted staff (Marilyn and Ron) received a \$2,000 increase above the COLA.
      - (3) This committee followed the “legislative mandate that the compensation be targeted and performance based, among other requirements.” The general range of increases was by grade and experience level.
      - (4) Grade IV attorneys increase range was: \$10.26 - 18.09 per hour
      - (5) UPC attorneys are all Grade IV
      - (6) UPC attorney hourly salaries increased to:
        - (a) Bob: \$74.88, increase of \$15.04
        - (b) Marlesse: \$63.48, increase of \$15.43
        - (c) Tyson: \$63.48, increase of \$12.79
      - (7) Based on a 2,080 hour work year, the amount of increase of the three prosecutors to UPC’s budget is \$89,980.80
        - (a) This does not include the cost of benefits, which I haven’t received yet.
    - iii. Per SB3, UPC specifically received \$219,200 to our line item budget, in ongoing, general funds for compensation increases for attorneys.
      - (1) This was part of the line item salary increase received by the AGO.
      - (2) The total salary increase for attorneys: \$89,980.80
      - (3) We don’t have the cost of benefits yet. We have to wait until open enrollment ends. A rough guestimate of benefits ranges from 32% - 35%.

If my calculations are correct:	
SB3 Line Item Funding:	\$219,200
AGO awarded UPC	
Attorney Increase:	-89,980
Benefits (35% guess):	<u>-31,493</u>
	\$97,727
Non-targeted increase:	-4,000
Benefits (35%):	-1,400
5% COLA (estimate, based on last year’s salaries)	<u>-26,000</u>
Remaining Balance	<b>\$66,327</b>

- (i) URS has a flat cost they assess each employee.
    - (ii) PEHP has variable costs, depending on the benefits chosen. This is the number the AGO is waiting on.
  - (4) That leaves upwards of \$66,000+/- remaining from SB3's line item, in our budget.
  - iv. These raises went into effect April 1, 2023.
  - v. These increases in salary are not reflected in the FY23 budget previously reviewed above. I am waiting to get actual numbers from the AGO before making the change. The new salaries will be reflected in the final FY23 budget you will review in June.
- b. Does the Council want to discuss a further salary increases for:
  - i. The attorneys?
  - ii. Marilyn and Ron?
  - iii. If so, consider going into closed session to discuss the character and professional competence of UPC staff employees.
- c. If the Council decides further increases are merited, understand the potential discord this may create within the AGO.

7. Training Committee

- a. New Members:
  - i. Randall McUne - Cedar City
  - ii. Matt Hansen - Weber County
  - iii. Misty Hope - Juab County
- b. Continuing Members:
  - i. Shane Klenk - Iron County
  - ii. Ed Montgomery - South Jordan
  - iii. Stephen Foote - Duchesne County
  - iv. Sandi Johnson - Utah County
  - v. UPC Staff
- c. Upcoming Conferences, *Tab E*
  - i. Regional
    - (1) May 8 - 25
    - (2) Various Locations
  - ii. UPAA
    - (1) June 21 - 23
    - (2) Logan
  - iii. Basic
    - (1) August 20-25
    - (2) Logan
  - iv. Fall
    - (1) September 20-22
    - (2) Ruby's Inn

- v. Training Committee
    - (1) October 15-17
    - (2) Torrey
  - vi. Civil Conference
    - (1) October 18-20
    - (2) Ruby's Inn
  - vii. UMPA
    - (1) November 2-3
    - (2) Springdale
  - viii. Visual Trial Skills
    - (1) Working with Blair Wardle to create the agenda
    - (2) Will be held multiple times at College Drive
    - (3) Limit class size to 10 or so, depending on faculty numbers
- d. Discontinue Sponsoring Civil Conference
- i. The training committee discussed whether or not to continue supporting/sponsoring Civil Conference last October at their planning meeting.
  - ii. Their recommendation to the Council is to discontinue supporting it and let SWAP, UAC, UCDA, UCIP, any of them, take it over.
  - iii. Why UPC took over this conference.
    - (1) It was a gentlemen's agreement between Mark Nash and Paul Boyden/SWAP.
    - (2) Because UPC was in the conference planning business, Mark agreed that UPC would plan the conference.
    - (3) In return, SWAP agreed to reimburse UPC for some of the expenses, but not all.
    - (4) When UPC was in a good financial situation, UPC no longer asked for SWAP's reimbursement.
  - iv. Factors considered for discontinuing support:
    - (1) Statutory Mandate. UCA 67-5a-1. Provide training and continuing legal education for state and local prosecutors.
      - (a) The statute is pretty clear on who we train.
      - (b) There are a limited number of civil practitioners that also prosecute. Not very many also come to Fall or UMPA. Some do, but very few.
      - (c) If the rationale is that civil attorneys also prosecute but don't routinely come to a criminal/prosecutor conference, should we also be offering criminal related topics at Civil?
      - (d) If the answer is "no," then we shouldn't be training the civil attorneys at all.
    - (2) The funds used for this course as well as the spot in the training calendar could and should be used for an advanced trial course.
      - (a) We have not had the time or money to hold this course since 2014.

- (3) This conference continues to be expensive.
  - (a) We tell the planning committee that we will only pay for a single presenter, absent a clear need otherwise. However, the committee still wants to have multiple presenters and panels discussions. Often times we acquiesce and agree to cover some cost of the additional person; i.e. waive registration fee, pay for one night hotel, etc. That's on us when we do that.
  - (b) We do not pay for people who are simply participating on a panel if it does not require some sort of advance preparation. We do this for all conferences as well.
  - (c) We tell the planning committee to pull panel members from people already planning to attend the conference.
- (4) Hotel and billing headaches
  - (a) In fairness, we have the following issues with our other conferences but Marilyn says this happens every time with Civil and only on occasion with the other conferences.
    - (i) She will explain in more detail.
- v. What would the future of this conference be?
  - (1) Another entity would have to step in, plan it, confirm presenters, contract with a venue, register attendees, prepare and submit CLE and all the other details UPC now does.
  - (2) SWAP, UCDA, UAC, UCIP or another group would have to take it over.
  - (3) One suggestion discussed was to suggest the county folks combine with the League of Cities and Town's conference.
    - (a) Join on the contract for the venue and hotel.
  - (4) The following costs would have to be picked up by the counties, distributed across attendees:
    - (a) Cost of the venue.
    - (b) Travel costs of presenters: hotel, per diem, mileage, unless the presenters are pulled from those who will already be attending the conference.
    - (c) Processing the CLE.
    - (d) Food.
    - (e) Speaker honoarium, if any.
- vi. If this is decided, we can anticipate tremendous push back from the counties. However, just because something has been done in the past does not mean it has to continue into the future.

8. eProsecutor

a. Licensing Fees

- i. \$242,707.50 paid to JTI. This is the first year we had to pay licensing renewal fees for the original 150 licenses. We had grant funds to pay for those licenses.

- ii. At the request of CCJJ, we have moved to a year to year payment schedule with JTI.
    - iii. We are seeking grant funding to cover 300 user licenses for calendar year 2024.
    - iv. CCJJ is confident we will continue to secure grant funding.
  - b. e-Filing
    - i. JTI met with Ron and I on April 5, 2023 to brief us on their e-filing schedule.
    - ii. They are ready to begin beta testing and Juab has volunteered to do the testing. JTI would like a city to also participate.
    - iii. There are potential issues with the system with cases where officers direct-file citations with the court that will need to be resolved.
    - iv. We've commented that Salt Lake was e-filing and that's true. However, a different 3<sup>rd</sup>-party vendor was used to create the link that JTI is no longer using. They also proved difficult to work with so they've had to develop the link on their own.
  
- 9. Allow treatment providers, not vendors, to set up tables at our conferences
  - a. If this is allowable, do we want to do this?
  - b. Rather than have a treatment provider present at a conference, similar to what happened last year, we would allow a couple providers to set up a table in the hall outside meeting space.
  - c. We would only be able to allow this if the facility had the room; i.e. Sheraton has room in the halls. Ruby's Inn does not.
  - d. We would not be able to accept any funding, donations, etc. from them.
  - e. Providers would have to work with the hotel directly. We would not assist in their arrangements; i.e. not pay for their tables, not negotiate any contract price, etc.
  - f. If we get more interested providers than space, set up a rotating list.
  - g. This would allow treatment providers to get their information to prosecutors who are interested.
  
- 10. UPAA: Karyn Walker, Marilyn Lawson
  - a. Two new members:
    - i. Edith Brown - Davis County
    - ii. Geysa Peeler - AG's Office
  - b. Departing Member:
    - i. Kim Rhoades - Weber
  
- 11. Resource Prosecutors
  - a. Marlesse, *Tab F*
  - b. Tyson, *Tab G*

12. Next Meeting: vote and approve the FY24 budget
  - a. Date: June 16<sup>th</sup>
  - b. Location: TBD
    - i. We've been to:
      - (1) Summit County
      - (2) Fillmore, Historic Courthouse
      - (3) Morgan County Gun Range
      - (4) Wasatch County Sheriff's offices
    - ii. Suggestions:
      - (1) Box Elder County
        - (a) Bird Sanctuary
        - (b) Maddox
      - (2) Wasatch County - Daniel's Summit
      - (3) Moab
      - (4) Vernal
      - (5) Torrey
13. Adjourn



*Tab A*

*These pending minutes have not been approved by the Utah Prosecution Council and are subject to change until approved and adopted by the Council.*

## **UTAH PROSECUTION COUNCIL MEETING PROPOSED AGENDA**

Wednesday, November 30, 2022, 3 p.m.

### **Via Teams:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_OWM2OWU0MmEtMzdiMi00OWVhLThlYTctZjZkYT FjNGJIMGMMy%40thread.v2/0?context=%7b%22Tid%22%3a%22cf2d8167-d3f4-4409-a289-d4b0ad0ce47a%22%2c%22Oid%22%3a%22003dac62-5bf8-4fe5-95cb-b50c4665d9ac%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OWM2OWU0MmEtMzdiMi00OWVhLThlYTctZjZkYT FjNGJIMGMMy%40thread.v2/0?context=%7b%22Tid%22%3a%22cf2d8167-d3f4-4409-a289-d4b0ad0ce47a%22%2c%22Oid%22%3a%22003dac62-5bf8-4fe5-95cb-b50c4665d9ac%22%7d)

### **Physical Location**

5272 College Dr., Suite 302  
Murray, UT 84123

1. Welcome.
  - a. In attendance are:
    - i. Spence Austin - Sean Reyes designee, AGO
    - ii. Dan Burton - guest, AGO
    - iii. Troy Rawlings
    - iv. Rob Van Dyke with proxy for Yvette Rodier
    - v. Randall McUne
    - vi. Stuart Williams
    - vii. Ed Montgomery
    - viii. Will Carlson - Sim Gill designee, with proxy for Ryan Peters
    - ix. Kathy Locher
  - b. Excused:
    - i. Stephen Foote
    - ii. Jess Anderson
  - c. Because we do not have a vice-chair and in Stephen Foote's absence, Will Carlson was to act as Chair Pro Tem.
2. Projected net revenue for FY24: \$64,695.83 was discussed as the Council proceeds with their discussion.
3. Closed-door meeting to discuss character and professional competence of UPC employees.

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- a. Ed Montgomery moved to go into closed door session to discuss the character and professional competence of UPC employees.
- b. Spence Austin seconded the motion.
- c. The motion was unanimously passed with no one voting against.

#### CLOSED DOOR MEETING

4. Discussion of the character and professional competency of UPC staff employees took place. Work performance and work product of UPC staff were discussed and how that is reflected or not reflected in employee compensation.
  - a. Will Carlson signed the sworn statement regarding going into a closed-door meeting and is attached to these minutes.
  - b. Ed Montgomery witnessed.

#### BACK INTO OPEN SESSION

5. Motion resulting from the closed door meeting:
  - a. Rob Van Dyke
    - i. Authorize \$3,000 employee incentive to Bob Church
    - ii. Authorize \$8,000 amount for Bob to determine amount and give incentive awards to UPC staff from that amount.
    - iii. Delay further discussion of salary increase until April, 2023 meeting or until the Utah Attorney General Office determines how to allocate any funds given to the office during the 2023 legislative session, whichever event occurs later.
  - b. Spence Austin seconded the motion.
  - c. Randall McUne suggested fourth part to Rob's motion.
    - i. The \$64,695.83 projected revenue shall not be spent and kept in reserve until the April, 2023 meeting or the meeting to discuss possible salary increases.
  - d. Rob Van Dyke adopted this fourth proposal as part of his motion.
  - e. All Council members voted in support of the motion.
  - f. No Council members voted against the motion.
6. Other
  - a. Law clerk and part-time secretary.
    - i. In light of the motion just passed, UPC will not employ a part-time secretary or law clerk at this time.
  - b. Elections Results at County Executive Conference were discussed.
    - i. UCDAAC Chair: Scott Broadhead
    - ii. UCDAAC Vice-Chair: Eric Clarke

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- iii. SWAP President Elect - Rob Van Dyke
- iv. SWAP Vice Chair - Troy Rawlings
- v. Felony Prosecutor on SWAP board to replace Trish Cassell - Will Hains, pending his application to the court of appeals and a vote at Spring
  - (1) If he is selected to serve on the Court of Appeals, a replacement will need to be selected.
- c. DV Bootcamp
  - i. January 11-13, 2023
  - ii. Historic Utah County Courthouse
  - iii. Cap at 30 attendees
- d. New County Attorney Training
  - i. In lieu of new county attorney training, we will invite the 5 new county attorneys to attend SWAP and UCDA on January 11, 2023.
  - ii. 5 New County Attorneys
    - (1) Brittany Ivins - San Juan
    - (2) Steven Stocks - Grand
    - (3) Jeff Gray - Utah
    - (4) Kent Snider - Daggett
    - (5) Dane Murray - Cache
  - iii. They are encouraged to watch the videos from last year.
  - iv. It was discussed that have the new county attorney training in January, just after the newly elected attorneys take office may be premature as they do not know questions yet to ask.
  - v. In the future, consider moving the training until after the legislative session ends.
- 7. Next Meeting
  - a. Rather than meet in January, Bob will prepare and forward the service award nomination packets to all Council members for their input and approval.
  - b. Next meeting will be Wednesday, April 19, 2023.
- 8. Adjourn

## SWORN STATEMENT

On November 30 2022, while meeting at 5272 College Dr., Suite 302, Murray, Utah, the Utah Prosecution Council (UPC) went into a closed-door meeting per U.C.A. 52-4-205 with the sole purpose to discuss the character and professional competence of UPC staff employees.

I, William Carlson, have read this statement and swear to its truthfulness. Dated this 30th day of November 2022.



William Carlson  
Salt Lake County District Attorney's Office  
Chair Pro Tem, Utah Prosecution Council

Witness:



Name, Date

11/30/22  
Ed Montgomery

*Tab B*

# Utah Prosecution Council

## Budget vs. Actuals: 2022-23 UPC Budget - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
<b>CONFERENCE REG FEE -DED CREDITS</b>				
Basic Prosecutor	3,120.00	2,500.00	620.00	124.80 %
Civil Conference	7,723.09	6,250.00	1,473.09	123.57 %
DV Boot Camp	1,500.00	1,625.00	-125.00	92.31 %
Fall Conference	7,500.00	6,875.00	625.00	109.09 %
Spring Conference	15,675.00	31,250.00	-15,575.00	50.16 %
UMPA	4,329.78	3,375.00	954.78	128.29 %
UPAA	500.00	9,375.00	-8,875.00	5.33 %
<b>Total CONFERENCE REG FEE -DED CREDITS</b>	<b>40,347.87</b>	<b>61,250.00</b>	<b>-20,902.13</b>	<b>65.87 %</b>
ePROSECUTOR USER FEES - DED CRD	17,716.00	34,000.00	-16,284.00	52.11 %
<b>EXPENSE REIMBURSEMENTS</b>				
eProsecutor Administrator Salary	65,208.16	53,938.00	11,270.16	120.89 %
John R Justice Grant		79,240.00	-79,240.00	
TSRP - REVENUE TRANSFER	118,819.19		118,819.19	
TSRP - Salary and Benefits		157,766.00	-157,766.00	
<b>Total TSRP - REVENUE TRANSFER</b>	<b>118,819.19</b>	<b>157,766.00</b>	<b>-38,946.81</b>	<b>75.31 %</b>
<b>Total EXPENSE REIMBURSEMENTS</b>	<b>184,027.35</b>	<b>290,944.00</b>	<b>-106,916.65</b>	<b>63.25 %</b>
<b>STATE REVENUE INCOME</b>				
General Fund	730,600.00	730,600.00	0.00	100.00 %
Non-lapsing Carryover	95,851.62	95,851.62	0.00	100.00 %
<b>Total STATE REVENUE INCOME</b>	<b>826,451.62</b>	<b>826,451.62</b>	<b>0.00</b>	<b>100.00 %</b>
<b>Total Revenue</b>	<b>\$1,068,542.84</b>	<b>\$1,212,645.62</b>	<b>\$ -144,102.78</b>	<b>88.12 %</b>
<b>GROSS PROFIT</b>	<b>\$1,068,542.84</b>	<b>\$1,212,645.62</b>	<b>\$ -144,102.78</b>	<b>88.12 %</b>
<b>Expenditures</b>				
<b>ADMINISTRATIVE FEES</b>				
Administrative fee to AG		35,700.00	-35,700.00	
Building OS&M		1,700.00	-1,700.00	
DB Purc (West Law)	32.00	1,600.00	-1,568.00	2.00 %
Ins & Bonds		1,200.00	-1,200.00	
<b>Total ADMINISTRATIVE FEES</b>	<b>32.00</b>	<b>40,200.00</b>	<b>-40,168.00</b>	<b>0.08 %</b>
<b>CASE MANAGEMENT</b>				
eProsecutor Training/Support		750.00	-750.00	
<b>Total CASE MANAGEMENT</b>		<b>750.00</b>	<b>-750.00</b>	
<b>CONFERENCES</b>				
<b>BASIC PROSECUTOR COURSE</b>				
audio-visual	150.00		150.00	
catering	3,402.38		3,402.38	
facilities charge	6,907.00		6,907.00	
lodging	4,700.00		4,700.00	
meals	1,503.00		1,503.00	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
mileage	2,207.22		2,207.22	
miscellaneous	584.51		584.51	
printing	1,538.85		1,538.85	
<b>Total BASIC PROSECUTOR COURSE</b>	<b>20,992.96</b>	<b>22,000.00</b>	<b>-1,007.04</b>	<b>95.42 %</b>
CIVIL CONFERENCE		14,000.00	-14,000.00	
catering	4,462.01		4,462.01	
lodging	4,781.17		4,781.17	
meals	1,320.00		1,320.00	
mileage	3,508.76		3,508.76	
miscellaneous	4,375.80		4,375.80	
<b>Total CIVIL CONFERENCE</b>	<b>18,447.74</b>	<b>14,000.00</b>	<b>4,447.74</b>	<b>131.77 %</b>
CONFERENCE MATERIALS				
Handouts, Materials, SWAG	9,775.56	10,000.00	-224.44	97.76 %
<b>Total CONFERENCE MATERIALS</b>	<b>9,775.56</b>	<b>10,000.00</b>	<b>-224.44</b>	<b>97.76 %</b>
COUNTY EXECUTIVE		750.00	-750.00	
lodging	454.89		454.89	
meals	203.00		203.00	
mileage	362.11		362.11	
<b>Total COUNTY EXECUTIVE</b>	<b>1,020.00</b>	<b>750.00</b>	<b>270.00</b>	<b>136.00 %</b>
DV BOOT CAMP	1,521.53	1,200.00	321.53	126.79 %
ePROSECUTOR CONFERENCE		750.00	-750.00	
FALL CONFERENCE		22,000.00	-22,000.00	
audio-visual	825.00		825.00	
catering	3,208.68		3,208.68	
facilities charge	3,406.50		3,406.50	
lodging	4,527.48		4,527.48	
MCLE fee	875.25		875.25	
meals	669.00		669.00	
mileage	2,469.24		2,469.24	
Misc	116.87		116.87	
<b>Total FALL CONFERENCE</b>	<b>16,098.02</b>	<b>22,000.00</b>	<b>-5,901.98</b>	<b>73.17 %</b>
NATIONAL CONFERENCES				
NAPC				
NAPC Summer Conference		5,300.00	-5,300.00	
Airfare	1,313.91		1,313.91	
Lodging	1,641.29		1,641.29	
Mileage	668.61		668.61	
Misc	98.00		98.00	
Per Diem	473.00		473.00	
Registration Fee	1,120.00		1,120.00	
<b>Total NAPC Summer Conference</b>	<b>5,314.81</b>	<b>5,300.00</b>	<b>14.81</b>	<b>100.28 %</b>
NAPC Winter Conference		5,500.00	-5,500.00	
Airfare	1,992.57		1,992.57	
Ground Transportation	251.46		251.46	
Lodging	1,330.05		1,330.05	
Mileage	294.52		294.52	
Misc	219.00		219.00	
Per Diem	480.00		480.00	



	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Registration Fee	750.00		750.00	
<b>Total NAPC Winter Conference</b>	<b>5,317.60</b>	<b>5,500.00</b>	<b>-182.40</b>	<b>96.68 %</b>
<b>Total NAPC</b>	<b>10,632.41</b>	<b>10,800.00</b>	<b>-167.59</b>	<b>98.45 %</b>
<b>Total NATIONAL CONFERENCES</b>	<b>10,632.41</b>	<b>10,800.00</b>	<b>-167.59</b>	<b>98.45 %</b>
NEW COUNTY ATTORNEY		1,400.00	-1,400.00	
REGIONAL TRAINING				
Legislative Update		4,000.00	-4,000.00	
<b>Total REGIONAL TRAINING</b>		<b>4,000.00</b>	<b>-4,000.00</b>	
SPEAKER RECOGNITION	1,855.00	5,000.00	-3,145.00	37.10 %
SPRING CONFERENCE		22,000.00	-22,000.00	
UMPA		7,200.00	-7,200.00	
catering	557.15		557.15	
facilities charge	384.96		384.96	
lodging	2,790.00		2,790.00	
MCLE fee	432.00		432.00	
meals	653.00		653.00	
mileage	2,525.94		2,525.94	
<b>Total UMPA</b>	<b>7,343.05</b>	<b>7,200.00</b>	<b>143.05</b>	<b>101.99 %</b>
UPAA		12,000.00	-12,000.00	
catering	91.71		91.71	
mileage	160.86		160.86	
<b>Total UPAA</b>	<b>252.57</b>	<b>12,000.00</b>	<b>-11,747.43</b>	<b>2.10 %</b>
<b>Total CONFERENCES</b>	<b>87,938.84</b>	<b>133,100.00</b>	<b>-45,161.16</b>	<b>66.07 %</b>
COUNCIL, UPAA & COMMITTEE MTGS				
Council, UPAA Brd & Commt's		2,500.00	-2,500.00	
catering	980.82		980.82	
lodging	1,313.46		1,313.46	
meals	322.00		322.00	
mileage	1,282.75		1,282.75	
misc	413.84		413.84	
<b>Total Council, UPAA Brd &amp; Commt's</b>	<b>4,312.87</b>	<b>2,500.00</b>	<b>1,812.87</b>	<b>172.51 %</b>
Training Committee		5,000.00	-5,000.00	
catering	596.36		596.36	
lodging	2,257.96		2,257.96	
meals	443.00		443.00	
mileage	1,467.74		1,467.74	
miscellaneous	54.56		54.56	
<b>Total Training Committee</b>	<b>4,819.62</b>	<b>5,000.00</b>	<b>-180.38</b>	<b>96.39 %</b>
<b>Total COUNCIL, UPAA &amp; COMMITTEE MTGS</b>	<b>9,132.49</b>	<b>7,500.00</b>	<b>1,632.49</b>	<b>121.77 %</b>
CURRENT EXPENSES				
Annual MCLE Fee		250.00	-250.00	
Calendars		900.00	-900.00	
Donation to LEOJ Course		6,000.00	-6,000.00	
Donation to UT Journal Crim Law		3,000.00	-3,000.00	
Donations UT Cncl Victims Crime		1,500.00	-1,500.00	
Dues & Memberships	1,450.00	2,300.00	-850.00	63.04 %
Equipment/Supplies-not Data Pro	2,646.35	7,700.00	-5,053.65	34.37 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>IT</b>				
Hardware	35.60	475.00	-439.40	7.49 %
Network Services	4,822.23	6,100.00	-1,277.77	79.05 %
Software for Support	331.64	500.00	-168.36	66.33 %
UPC Website	439.24	2,200.00	-1,760.76	19.97 %
<b>Total IT</b>	<b>5,628.71</b>	<b>9,275.00</b>	<b>-3,646.29</b>	<b>60.69 %</b>
Library & Subscriptions	1,348.49	200.00	1,148.49	674.25 %
Miscellaneous	8.79	3,700.00	-3,691.21	0.24 %
Office Supplies	1,609.23	350.00	1,259.23	459.78 %
Personal Vehicle Mileage		500.00	-500.00	
Postage	30.22	400.00	-369.78	7.56 %
Telephone	1,738.04	3,000.00	-1,261.96	57.93 %
<b>Total CURRENT EXPENSES</b>	<b>14,459.83</b>	<b>39,075.00</b>	<b>-24,615.17</b>	<b>37.01 %</b>
JOHN R JUSTICE GRANT		79,240.00	-79,240.00	
OUT-OF-STATE TRAVEL		800.00	-800.00	
<b>PERSONNEL SERVICES</b>				
<b>Director</b>				
base salary	74,620.38	124,467.20	-49,846.82	59.95 %
benefits	38,377.86	62,802.41	-24,424.55	61.11 %
<b>Total Director</b>	<b>112,998.24</b>	<b>187,269.61</b>	<b>-74,271.37</b>	<b>60.34 %</b>
<b>INCENTIVE AWARDS</b>				
<b>IT Director</b>				
base salary	56,696.67	94,494.40	-37,797.73	60.00 %
benefits	24,319.40	36,830.70	-12,511.30	66.03 %
<b>Total IT Director</b>	<b>81,016.07</b>	<b>131,325.10</b>	<b>-50,309.03</b>	<b>61.69 %</b>
<b>Staff Attorney - SADVRP</b>				
base salary	55,561.79	98,945.60	-43,383.81	56.15 %
benefits	39,662.13	59,340.23	-19,678.10	66.84 %
<b>Total Staff Attorney - SADVRP</b>	<b>95,223.92</b>	<b>158,285.83</b>	<b>-63,061.91</b>	<b>60.16 %</b>
<b>Staff Attorney - TSRP</b>				
base salary	62,652.86	105,435.20	-42,782.34	59.42 %
benefits	39,009.01	61,827.69	-22,818.68	63.09 %
<b>Total Staff Attorney - TSRP</b>	<b>101,661.87</b>	<b>167,262.89</b>	<b>-65,601.02</b>	<b>60.78 %</b>
<b>Training Coordinator</b>				
base salary	50,944.46	85,009.60	-34,065.14	59.93 %
benefits	31,187.77	40,457.76	-9,269.99	77.09 %
<b>Total Training Coordinator</b>	<b>82,132.23</b>	<b>125,467.36</b>	<b>-43,335.13</b>	<b>65.46 %</b>
<b>Total PERSONNEL SERVICES</b>	<b>473,032.33</b>	<b>794,610.79</b>	<b>-321,578.46</b>	<b>59.53 %</b>
<b>RESOURCE PROSECUTOR EXPENSES</b>				
<b>SADVRP</b>				
Car Rental	1,747.89		1,747.89	
Catering	288.39		288.39	
Equipment and Supplies	29.30		29.30	
Lodging	1,424.90		1,424.90	
Meals	692.00		692.00	
Mileage	549.58		549.58	
Training Materials	194.00		194.00	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Total SADVRP</b>	<b>4,926.06</b>	<b>9,000.00</b>	<b>-4,073.94</b>	<b>54.73 %</b>
TSRP EXPENSES		33,249.00	-33,249.00	
Car Rental	620.79		620.79	
Conference Registration Fees	600.00		600.00	
Lodging	988.43		988.43	
Meals	179.00		179.00	
Misc	384.19		384.19	
<b>Total TSRP EXPENSES</b>	<b>2,772.41</b>	<b>33,249.00</b>	<b>-30,476.59</b>	<b>8.34 %</b>
<b>Total RESOURCE PROSECUTOR EXPENSES</b>	<b>7,698.47</b>	<b>42,249.00</b>	<b>-34,550.53</b>	<b>18.22 %</b>
UPAA APPROPRIATION		12,000.00	-12,000.00	
<b>Total Expenditures</b>	<b>\$592,293.96</b>	<b>\$1,149,524.79</b>	<b>\$ -557,230.83</b>	<b>51.53 %</b>
NET OPERATING REVENUE	<b>\$476,248.88</b>	<b>\$63,120.83</b>	<b>\$413,128.05</b>	<b>754.50 %</b>
NET REVENUE	<b>\$476,248.88</b>	<b>\$63,120.83</b>	<b>\$413,128.05</b>	<b>754.50 %</b>

*Tab C*

February 13, 2023

Utah Prosecutors

*Re: Disclosure of a Communication Given to a Victim Advocate, U.C.A. 77-38-405*

Greetings,

Working with Heather Stewart, Deputy Director of Utah's Children's Justice Center Program, we want to make you aware of specific issues we are seeing related to potentially exculpatory (*Brady*) disclosures being made by caregivers to victim advocates at CJC's or to criminal justice system based victim advocates embedded in law enforcement agencies and prosecuting attorneys' offices that are not being provided to prosecutors.

In the course of interviewing children at a CJC, caregivers are providing additional information to advocates. As you know, U.C.A. 77-38-405 requires a criminal justice system advocate to provide copies of confidential communications made by victims to prosecutors to determine whether the confidential communication is exculpatory or goes to the credibility of a witness. Caregivers are routinely making these kinds of statements to advocates which would fall under *Brady* and be subject to disclosure. However, these statements are not being requested by or provided to prosecutors.

Two issues you need to be aware of. First, CJC's and victim advocates cannot determine if caregiver statements are exculpatory or go to credibility. That is the responsibility of the prosecutor. To make that determination, the prosecutor must review the disclosure. Second, we are concerned that few, if any, CJC or criminal justice system based advocates have mechanisms in place to ensure that they are memorializing communications with caregivers and then disclosing this information to prosecutors.

In person meetings between a caregiver and a CJC victim advocate should be recorded, as should an in-person meeting between a criminal justice victim advocate and a victim or caregiver. Obviously, recorded interviews will be the most accurate and thorough representation of the communication. However, if recording is not possible and/or for non-in person communication, detailed case notes should be kept. While recording is the gold standard, this should be balanced with the potential chilling effect that recording interviews could have on interactions with victims and caregivers. The criminal appeals section of the Attorney General's office opines that case notes are legally sufficient and will survive appeal if recording the interaction is not possible.

Further, we are concerned that prosecutors are not contacting their CJs or criminal justice system advocates to determine if these types of communications are in their possession. In CJC cases, prosecutors are simply reviewing the recorded interview of the child but not asking if the caregiver made any exculpatory statements. CJs and criminal justice system advocates are in possession of these kinds of statements and must be disclosed to the defense. We encourage you to work with your local CJC and any criminal justice system victim advocate your office works with, to either review their procedures for recording disclosures and getting them to you or help them develop those procedures.

We have discovered that many offices are overlooking this important step in the discovery process. You do not want to have to respond to an allegation of failing to disclose this kind of evidence. Simply adding a "Caregiver/victim disclosure: Check with the CJC/criminal justice system victim advocate" check box to your discovery check list, or something similar, will save you this headache.

Thank you for the tremendous work you do on behalf of those who cannot protect themselves.

Respectfully,



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Robert J. Church  
Director  
Utah Prosecution Council



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Heather Stewart  
Deputy Director  
Children's Justice Center Program

*Tab D*

## Robert Church

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**From:** Sean Reyes  
**Sent:** Thursday, March 16, 2023 7:37 PM  
**To:** AG-Exec  
**Subject:** Re: 2023 Legislative Session a Success  
**Attachments:** AGO Compensation Summary\_3.16.2023 - Final update.pdf

**Importance:** High

Dear Team,

This is the follow up email I promised that outlines our salary increases. First, thank you for your excellent work. You've earned this, and more. My last email said to expect information in April, but thanks to stellar staff, solid leadership, and clear legislative intent, we can share more information now.

As you are well aware, our office was caught in an unprecedented hiring and retention crisis. Everyone was impacted, but the people closest to the epicenter, most under market, leaving our office too quickly, and most difficult to replace, were our attorneys. The Legislature responded to our call this session and provided a desperately needed financial adjustment: The compensation plan has now been reviewed by Exec, Division Directors, and the Compensation Committee, and it adheres to the legislative mandate that the compensation be targeted and performance based, among other requirements.

Here's the breakdown.

1 - Every employee will receive a Cost of Living Adjustment (COLA) equal to five percent of current salary.

2 - In addition, all employees, excepting attorneys, investigators, and paralegals, will receive an across-the-board salary increase of \$2,000 above the five percent COLA. It takes ALL of us to execute the complex statutory and constitutional responsibilities of the office; every employee has made sacrifices to be here and has felt the bite of inflation, so we want to take care of each of you to the extent we are able, within legislative intent. Thank you for being great, for sticking with us, and for excelling in your work.

Note: Paralegals and attorneys are not included in this \$2,000 base salary increase because they are taken care of elsewhere in this package, while investigators' compensation rates were brought up last year. Because the Legislature addressed investigators' pay in 2022, they were not targeted for additional compensation this session. However, investigators will receive the five percent COLA on last year's increase. Thank you for your ongoing excellence.

3 - As mentioned above, attorneys and paralegals were the most severely under market in our independent market comparability studies and thus received the lion's share of the funding this round. This was the group which we pressed with the Legislature and as such were the primary need the Legislature sought to address. The increases we are providing are formula-based and in line with our recently adopted pay plans for attorneys and paralegals. You can see the general range of increases by grade and experience level in the attached spreadsheet. In a few days, your Division Director will receive an employee-specific breakdown from HR and can then inform you of your exact new salary.

4 - One more piece of good news: This all begins on April 1 (not an April Fools' joke), so your new pay rate will be reflected on the paycheck you receive on April 28. I'm grateful the Legislature recognized our crisis and allocated funding in such a way that you don't have to wait for the new fiscal year. We can also begin recruitment immediately using the new salary structure and amounts.



Special thanks to the Utah Legislature for making the office competitive with other public law offices, to my Executive Staff, Division Directors, Compensation Committee, and to the extended AG Family (including all of you)! Thank you for your patience, dedication and expert work.

As I said before, your reputation for excellence is well known and made all the difference as we communicated with the Utah Legislature. Please keep it up.

Sean

From: Sean Reyes <seanreyes@agutah.gov>  
Sent: Friday, March 3, 2023 11:40 PM  
To: Sean Reyes <seanreyes@agutah.gov>; AG-Exec <AG-Exec@agutah.gov>  
Subject: 2023 Legislative Session a Success

Dear Team AGO,

I write this on the closing night of the 2023 Legislative Session, as the intense work of the past several months winds down. I want to thank each of you who have contributed to a successful session on many levels. We helped craft good policy and prevented some less prudent ideas from finding their way into statute. I also have some very welcome news: our friends in the legislature have recognized, to a remarkable degree, the value of the legal work this office performs by funding a significant salary increase. This will help us face the reality of a changing and more challenging legal market.

All employees will receive a five percent COLA. In addition to that, the areas of our office where we are most severely under market (attorneys and paralegals) will receive a further increase, above the initial recommendation in the governor's budget proposal. I am excited and grateful for this result. I'm aware that other positions in our office may also be paid below market and we will continue to address those appropriately through normal processes.

Give us a bit of time to work through the details. The Executive Team will build out the plan based on exact numbers and legislative intent. We will then ask our Compensation Committee to scrutinize the plan and offer feedback. After that, the division directors will give it a final review, and we will make an office-wide announcement. Next week, Dan Burton will send everyone a summary of the work this session, but we won't have full information on the compensation package in time for that email. Expect an AG-ALL with the details in April. In the meantime, when you see your legislator, please tell them thanks.

One final observation - this drive to address our hiring and retention crisis is an ongoing, collective effort. Even if you were not directly involved this session, your reputation for excellence has influenced hundreds of legislative discussions.

So, thank you and congratulations. Your dedication and hard work is making all the difference.

Best,

Sean

FY24 AGO Compensation Funding	Allocation	Remainder	% of Comp Funding
Total	\$18,000,000	\$18,000,000	100%
COLA - All AGO Employees	\$3,309,164	\$14,690,836	18%
Targeted - Paralegals	\$511,296	\$14,179,540	3%
Discretionary - Non-targeted Staff	\$369,600	\$13,809,940	2%
Targeted - Attorneys	\$13,112,260	\$697,680	77%

The remaining \$697,680 will be allocated in July for anticipated attorney grade advancements.

Paralegals	Hourly	Annual	Percent*
Level I Increase Range	\$1.13 - 1.17	\$2,350 - 2,434	4.0 - 4.1%
Level II Increase Range	\$1.18 - 1.27	\$2,454 - 2,642	4.0 - 4.1%
Level III Increase Range	\$1.22 - 7.20	\$2,538 - 14,976	4.1 - 16.3%

\*In addition to 5% COLA

Attorneys	Hourly	Annual **	Percent*
Grade I Increase Range	\$12.05 - 14.15	\$25,064 - 29,432	28.7 - 35.5%
Grade II Increase Range	\$14.91 - 14.96	\$31,013 - 31,117	35.1 - 35.6%
Grade III Increase Range	\$12.65 - 15.65	\$26,312 - 32,552	25.8 - 35.3%
Grade IV Increase Range	\$10.26 - 18.09	\$21,341 - 37,627	19.2 - 34.6%
Grade V Increase Range	\$5.04 - 19.62	\$10,483 - 40,810	5.9 - 37.1%

\*In addition to 5% COLA.

\*\*All attorney grade/experience bands were adjusted upward. The more a current salary falls below the floor of the new grade/experience band, the larger the adjustment. The Grade V spread reflects the wide variation in years of experience.

Non-targeted Staff	\$2,000 Salary Increase Above 5% COLA**
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\*\*An employee with a current salary of \$50,000 receives total increase of \$4,500, i.e., \$2,500 per 5% COLA plus \$2,000.

Non-targeted Staff includes all benefited AGO employees except for attorneys, paralegals, and investigators. The investigators received a targeted salary increase last year, so they are not included with non-targeted staff this year. However, they will commence earning the 5% COLA effective April 1, 2023, three months earlier than the usual July 1 date. Likewise, all other AGO employees will begin earning their new salaries on April 1, which will be reflected on the April 28 paycheck. The Legislature appropriated an FY23 supplemental of \$5 million so that our new salaries can commence a quarter early, allowing the Office to immediately recruit at the higher salary levels. The \$5 million was appropriated solely to the AGO, rather than some to our client agencies, because our newly authorized ISF billing rates for FY24 will not commence until July 1. This allows us to absorb our increased payroll costs during the last three months of FY23 while our billing rates remain the same until July 1.

## Robert Church

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**From:** Craig Barlow  
**Sent:** Friday, March 24, 2023 2:08 PM  
**To:** Robert Church  
**Subject:** New Salaries

Bob - Sorry the chart came when I was travelling. You: \$74.88; Marlesse: \$63.48; Tyson: \$63.48

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CPA

## Prosecution Council

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# Attorney General Targeted Compensation Increases

**Priority**  
 One-time:  
 Ongoing: **2**

This appropriation would target specific attorney and paralegal positions in the Attorney General's Office that are below market average to help reduce turnover and vacancy rates. Each 1% average increase in attorney salary equates to \$406,200 and each 1% average increase in paralegal salary equates to \$64,700. A total of 77.69% is billed to client agencies through the ISF. Between direct appropriations and the ISF, approximately 65% comes from state funds.

Show:

Financing Source		Request	Priority	S.B. 3	Funded
General Fund	One-time	\$51,400	\$0	\$51,400	\$51,400
	Ongoing	\$219,200	\$214,500	\$219,200	\$219,200
Total	One-time	<b>\$51,400</b>	<b>\$0</b>	<b>\$51,400</b>	<b>\$51,400</b>
	Ongoing	<b>\$219,200</b>	<b>\$214,500</b>	<b>\$219,200</b>	<b>\$219,200</b>

*Tab E*

## 2023 TRAINING SCHEDULE

January 12	COUNCIL MEETING [CANCELED]	UPC Office 5272 College Drive
March 9	TRAINING COMMITTEE	5272 College Drive West Trn'g Mtg. Rm.
April 19	COUNCIL MEETING	5272 College Drive West Trn'g Mtg. Rm.
April 20-21	SPRING CONFERENCE <i>Legislative and case law updates, civility/professionalism and more</i>	Sheraton Hotel Salt Lake City, UT
May 1-31	REGIONAL LEGISLATIVE UPDATES	23 Locations
May 16-18	CJC/DV CONFERENCE <i>For anyone who has a role in DV or Child Abuse Cases</i>	Cliff Lodge Snowbird Resort
June TBD	COUNCIL MEETING	TBD
June 21-23	UTAH PROSECUTORIAL ASSISTANTS ASSN. ANNUAL CONFERENCE <i>Training for para-legals and secretarial staff in prosecutor offices</i>	Riverwoods Conf. Ctr. Logan, Ut
August 20-25	BASIC PROSECUTOR COURSE <i>Trial advocacy and substantive legal instruction for new prosecutors</i>	Riverwoods Conf. Ctr Logan, UT
TBD	COUNCIL MEETING	TBD
September 20-22	FALL PROSECUTORS TRAINING CONFERENCE <i>The annual CLE and idea sharing event for all Utah prosecutors</i>	Ruby's Inn Bryce Canyon
October 16-17	TRAINING COMMITTEE	Ruby's Inn Bryce Canyon
October 18-20	GOVERNMENT CIVIL PRACTICE CONFERENCE <i>Training designed specifically for government civil attorneys from counties and cities</i>	Ruby's Inn Bryce Canyon
November 2-3	UTAH MISDEMEANOR PROSECUTORS ASSN. <i>Training for city prosecutors and others who carry a misdemeanor case load</i>	Holiday Inn Express Springdale, UT
November 15-17	COUNTY/DISTRICT ATTORNEYS' EXECUTIVE SEMINAR <i>An opportunity for all county/district attorneys to discuss common issues</i>	Dixie Center St. George, UT

# *Tab F*

**Jan 1, 2023 – March 31, 2023**

## **SA/DV Resource Prosecutor Report**

### **OVERVIEW / COMMENTS RE QUARTER**

This has been a very busy quarter and picked up intensity the further we got into it. A number of trainings and presentations were already set when KSL sent out a statewide GRAMA request to every police agency. Then things got incredibly hectic with training requests. Happily, albeit tiredly, I've not had to say 'NO' to any agency and all have been understanding in setting training dates.

In addition, this past quarter I facilitated a DV Boot Camp in January for two days, and two sessions of the HB200 Sex Crimes Investigations Course at POST for three days each, with one session in February and one in March. Another special project included training victim advocates on expert witness requirements so they would be better able (and hopefully willing) to be experts for neighboring prosecutor agencies at no charge in DV/victimology based cases. As part of the training we solicited the support of other prosecutors to join in virtually for the online attendees' workshop. I greatly appreciated the volunteers who provided that support.

Finally, I had a rare opportunity to support a very small prosecutors office in covering a domestic violence jury trial due to other scheduling conflicts in their office. It was a great chance to wipe the dust off my trial skills and helped provide additional hands-on training and experience that is beneficial in my training. For example, one of my two victims was the new boyfriend and due to the trauma of the confrontation by the defendant (old boyfriend) who towered over victim, the victim could not describe the defendant at all. Rather he was fixated on defendant's hands – textbook trauma response to focus on the threat as was symbolized by the defendant's hands. Two DV charges and a Disorderly Conduct (infraction) were filed. Although suggested by the agency of jurisdiction I opted to not dismiss the Disorderly charge in the event of sympathy or jury nullification due to the defendant's military service and self-representation at trial. As anticipated, despite evidence, the jury convicted on the DV charges but dismissed the infraction. Another great reminder of current prosecution issues at trial.

### **TRAININGS CONDUCTED/ATTENDED:**

Jan 11 – 13 UPC DV Boot Camp, Provo UT

- 15.5 hours
- 15 attended

Jan 17 DPS/SBI Monthly Detectives Meeting, Trauma in SA Cases, Statewide - Virtual

- 1.5 hours
- 130 attended

Jan 17 Kaysville City PD, Trauma in DV Cases & Pred Aggressor Analysis

- 3 hours
- 16 attended

Jan 19 Kaysville City PD, Trauma in DV Cases & Pred Aggressor Analysis

- 3 hours
- 14 attended

Jan 20 ATTENDEE - Jury Trial on Huntzinger Case – DV related, Participating victims (1 trauma)

- 1 day
- Guilty verdicts



Jan 26	UTIP, UofU Law School, Keynote: Trauma in SA/DV/HT Cases	In person & Virtual
	- 2 hours	
	- 721 attended	
Jan 30	UT Victim Assistance Academy, Ethics in SA Cases	Virtual
	- 1.5 hours	
	- 26 attended	
Feb 1	MSU Role of Prosecutor in SA/DV Cases	Virtual
	- 1 hour	
	- 36 attended	
Feb 6-9	HB200 Sex Crimes Investigations Course	
	- 24 hours	
	- 29 attendees	
Feb 14	UT County Taskforce, Overcoming Credibility Obstacles in SA Cases	In person & Virtual
	- 1.25 hours	
	- 48 attended	
Feb 16	SART, Tooele County, Trauma Informed Response in SA/DV Cases & TIVI™©	
	- 1.5 hours	
	- 14 attended	
Feb 27	Clinton PD & Sunset PD, Trauma Informed Response in SA/DV Cases	
	- 2 hours	
	- 32 attended	
March 2	SWAVO Using/Becoming Expert Witnesses in DV Cases	In Person & Virtual
	- 2 hours (had prosecutors join virtually for a breakout with advocates)	
	- 171 attended + 6 prosecutors	
March 2	UCASA Prosecutor Role in SA Cases	Virtual
	- 1.0 hours	
	- 25 attendees	
March 3	Grand Co LEO: Trauma Informed Response in DV / Trauma/ TIVI Cases	
	- 4 hours	
	- 20 attended	
March 7	So SLC PD, TIR in DV/SA/TIVI Cases	
	- 3 hours	
	- 38 attended	
March 8	US Federal Probation Agents, TIR in DV and Predominant Aggressor	
	- 2 hours	
	- 18 attended	
March 9	Carbon County DV Conference, TIR in DV/SA Cases and Marital SA	
	- 3 hours	
	- 85 attended	
March 14	So SLC PD, TIR in DV/SA/TIVI Cases	
	- 3 hours	
	- 30 attended	
March 15	UHP, TIR in DV/SA/TIVI Cases (also Investigation/Pred Aggressor)	
	- 4 hours	
	- 9 attended	
March 16	Sevier Co, TIR in DV/SA/TIVI Cases	
	- 4 hours	
	- 26 attended	

- March 21 BYU Law, Trauma in DV/SA Cases Virtual
  - 1.5 hours
  - 16 attended
- March 22 UTU – Talking to Trauma Brain Virtual
  - 1 hour
  - 23 attended
- March 27-29 HB200 Sex Crimes Investigations Course
  - 24 hours
  - 29 attended
- March 29, 30 WVC PD, TIR in SA/DV/TIVI
  - 3 hours on 29<sup>th</sup>
  - 3 hours on 30<sup>th</sup>
  - 40 total attendees over both sessions

**COMMITTEES / MEETINGS ATTENDED**

- Jan 6, 2023 Legislative MDT re Prelim Hrg
- Jan 9 DVFRC (Domestic Violence Fatality Review Committee) Mtg  
AOC/UPC/UDVC PO Curriculum Planning Meeting
- Jan 10 FPTC on Huntzinger JT for small jurisdiction
- Jan 16, 18 JT Prep Meetings
- Jan 24 Training Planning Mtg – SWAVO re Experts in DV Cases
- Jan 27 UCVC Legislative Subcommittee Meeting
- Jan 31 SART – Weber Morgan, Case Review Det Hebdon
- Feb 3 UCVC Legislative Subcommittee Meeting
- Feb 9 HT Training Planning Mtg / Kaytlin Beckett
- Feb 10 UCVC Legislative Subcommittee Meeting
- Feb 13 DVFRC Domestic Violence Fatality Review Committee Meeting
- Feb 17 UCVC Legislative Subcommittee Meeting
- March 13 DVFRC Domestic Violence Fatality Review Committee Meeting
- March 17 AOC/UPC/UDVC PO Curriculum Planning Meeting
- March 20 Spring Conf Leg Update Planning Mtg

**STATS: ASSISTANCE & TRAININGS PROVIDED**

2023	Technical Assistance Provided	Trainings / Events	Number of Participants	Number of Class Hours
January	94	7	907	26.5
February	32	5	159	29.75
March	48	14	530	58.5
<b>TOTAL</b>	<b>174</b>	<b>26</b>	<b>1596</b>	<b>114.75</b>

*Tab G*

## January -March 2023 TSRP Report

### Trainings Attended/Conducted:

- January 6, 2023 – DUI Report Writing – Section 6 UHP, Orem, UT
  - **90 minutes training**
  - **6 attendees**
- January 10, 2023 – In-service training for Sandy PD, Sandy, UT
  - Report writing and Combatting Common DUI Defenses
  - **3.5 hours training**
  - **27 attendees**
- January 17, 2023 – In-service training for Sandy PD, Sandy, UT
  - Report writing and Combatting Common DUI Defenses
  - **3.5 hours training**
  - **53 attendees**
- January 30, 2023 – DUI Report Writing – Section 6 UHP, Orem, UT
  - **90 minutes training**
  - **9 attendees**
- February 7, 2023 – DUI In-Service Training, South Salt Lake PD, South Salt Lake City, UT
  - Report Writing, Winning the DLD Hearing, and Combatting Common DUI Defenses
  - **4 hours training**
  - 1 attorney and 29 law enforcement for **30 total attendees**
- February 14, 2023 – DUI In-Service Training, South Salt Lake PD, South Salt Lake City, UT
  - Report Writing, Winning the DLD Hearing, and Combatting Common DUI Defenses
  - **4 hours training**
  - 2 attorney staff and 31 police for **33 total attendees**
- February 16, 2023 – DUI In-Service Training, Brigham City PD, Brigham City, UT
  - Report Writing, Winning the DLD Hearing, and Combatting Common DUI Defenses
  - **4 hours training**
  - **12 attendees**
- March 7, 2023 – DUI In-Service Training, Brigham City PD, Brigham City, UT
  - Report Writing, Winning the DLD Hearing, and Combatting Common DUI Defenses
  - **4 hours training**
  - **3 attendees**
- March 8, 2023 – DUI In-Service Training Sanpete County Agencies, Manti, UT
  - Combatting Common DUI Defenses, Winning the DLD Hearing, Cannabis Impairment Training, DUI Report Writing
  - **6 hours training**
  - **14 attendees**

- March 21, 2023 – DUI In-Service Training for Davis County Agencies, West Bountiful, UT
  - Cannabis Impairment Training, Combatting Common DUI Defenses
  - **3 hours training**
  - **18 attendees**
- March 22, 2023 – DRE Legal Update at DRE School, Sandy, UT
  - **1 hour training**
  - **25 attendees**

### **Upcoming Trainings:**

- April 2-4, 2023 – Lifesavers Conference, Seattle, WA
- April 11-13, 2023 – Idaho Highway Safety Summit, Coeur d’Alene, ID presenting DUI report writing session
- April 18 and 19, 2023 – Two sessions of training for Lehi PD
- April 20-21, 2023 – UPC Spring Conference, SLC, UT
- April 21, 2023 – Present criminal legislative update at spring conference
- May 2-4, 2023 – National TSRP Conference, Phoenix, AZ
- May 2023 – Regional Legislative Updates around whole state (23 sessions)
- June 5-8 – Present at Multi-Agency Taskforce meetings
- June 20, 2023 – National webinar presenter
- June 28, 2023 – Santaquin PD DUI In-Service training

### **Current Projects:**

- Writing article for NTLC Monthly Newsletter on Utah’s .05 BAC law and how it is working.
- Drafting portion of national prosecutor and law enforcement monograph on HIPAA and collecting DUI evidence when suspects and victims go to hospitals.
- Updating Utah TSRP Training Curriculum

### **Meetings Attended:**

- January 9, 2023 – DUI Legislation Follow-Up Meeting, virtual
- January 11, 2023 – SWAPLAC Meeting, virtual
- January 18, 2023 – SWAPLAC Meeting, Salt Lake City, UT
- January 19, 2023 – GEARS System Training for grantees, virtual
- January 25, 2023 – SWAPLAC Meeting, Salt Lake City, UT
- January 30, 2023 – TSRP National Conference planning committee, virtual
- February 1, 2023 – SWAPLAC Meeting, virtual
- February 8, 2023 – SWAPLAC Meeting, Salt Lake City, UT
- February 8, 2023 – Meeting with NTLC about blood draw/HIPAA monograph, virtual

- February 15, 2023 – SWAPLAC Meeting, Salt Lake City, UT
- February 15, 2023 – UPC Staff Meeting, Murray, UT
- February 22, 2023 – SWAPLAC Meeting, Salt Lake City, UT
- February 24, 2023 – TSRP National Conference Planning Meeting, virtual
- March 1, 2023 – SWAPLAC Meeting, virtual
- March 3, 2023 – Oral Fluid Testing Discussion, Taylorsville, UT
- March 9, 2023 – UPC Training Committee Meeting, Murray, UT
- March 20, 2023 – Discussion about what summaries for Leg Update, virtual
- March 20, 2023 – Spring Conference legislative update planning meeting, virtual
- March 23, 2023 – Justice Court jurisdiction meeting, virtual

**Other Notables:**

- Drafted documents to provide predicate questions and sample direct examination for prosecutors in DUI cases. This includes sample questions for police officers, phlebotomists, and toxicologists that could appear in their DUI cases at trial.
- Selected to help author a national monograph on HIPAA and working with hospitals to collect evidence in DUI cases.
- Served on planning committee to put together national TSRP conference in Phoenix, AZ.
- Wrote a newsletter article for a national publication for the National Traffic Law Center

**Technical Assistance Provided:**

<b>MONTH</b>	<b>TECHNICAL ASSISTANCE</b>	<b>TRAINING PROVIDED</b>	<b>NUMBER OF PARTICIPANTS</b>	<b>CLASS HOURS</b>
<b>October 2022</b>	67	3	66	9
<b>November</b>	94	2	283	2
<b>December</b>	42	0	0	0
<b>January 2023</b>	101	4	95	10
<b>February</b>	96	3	75	12
<b>March</b>	86	4	60	14
<b>April</b>				
<b>May</b>				
<b>June</b>				
<b>July</b>				
<b>August</b>				
<b>September</b>				
<b>TOTALS</b>	<b>486</b>	<b>16</b>	<b>579</b>	<b>47</b>