

Washington County Public Defender

Line Item Explanations

2001 General Supplies: General supplies for operating office anything like pens, paper, folders, legal court and rule books, trial book organizers, discovery storage devices for working thousands of cases.

2002 Small Equipment: Furniture and equipment needed in office.

2004 Medicine and Drugs – medicines and emergency supplies for office

2005 Food – coffee for clients, witnesses, security, and others who may be in the office.

2009 Computer/IT Equipment: Laptops, replacement monitors and printers.

3009 Other Professional Services – used to pay court reports when a transcript is needed, and paper shredding services.

3020 Telephone/ Fax-Landline: minimum amount left in account as told to do so by IT when we switched to Cox internet phone services

3021 Postage – any postage needed for the office mail. Also includes federal express needed for shipments to appellate courts or certified mail occasionally.

3022 Cell phone/pager/radio – cell phones used by all attorneys and investigator.

3023 Internet Connection: used to provide one hot spot used for extending internet service in office or when in court.

3030 Travel – miscellaneous travel expenses.

3031 Common Carrier – airplane costs for trips to continuing education seminars for attorneys.

3032 Mileage – mileage to Madison county, serve subpoenas, trips to Little Rock, find witnesses, or jails in other counties.

3052 Fire and extended coverage

3054 Other Sundry Insurance – costs for notary.

3073 Lease Machinery and Equipment – copier contract.

3074 Contract overage, only used if there is an overage with copier contract.

3090 Dues and Memberships: pay bar memberships, attorney license fees to Supreme Court, memberships to Arkansas Association of Criminal Defense Lawyers and National Association of

Criminal Defense Lawyers, and monthly fee to Westlaw for attorney legal research for 17 attorneys.

3094 Meals and Lodging: for trips to CLE required for 17 attorneys in office

3101 Training/Education: cost to register for CLE for 17 attorneys

3102 Soft Support Maintenance Agreement – line item created and used to fund the Defender Data system that was approved by the Quorum Court for the office to use to keep track of all clients, cases, notes, and discovery reports.

Ms. Leana Houston
Chief Deputy Public Defender
Washington County Public Defender
123 North College Avenue
Fayetteville, Arkansas 72701

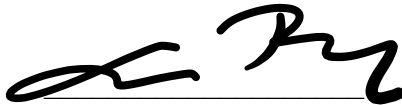
June 17, 2021

Dear Mr. Houston,

In regard to your inquiry as to the cost of Uptrust for the next year I share with you the following information:

- The current Services Agreement ends on July 31, 2021. In the original agreement Uptrust agreed to one year of free service. Because of complications due to COVID, Uptrust has agreed to extend the period of free service.
- Should the Washington County Public Defender renew the Services Agreement for an additional year the cost would be as follows:
 - No charge for the months of August, September and October of 2021.
 - For the 9 remaining months of the Services Agreement (November through July) Uptrust will charge \$450 per month for a total of \$4,050 for the second year of service.
- The Services Agreement covers the two-way text messaging and reminder service for the Washington County Public Defender and its clients.
 - Any work with the Sheriff's Office in regard to reminding individuals of their post-arrest first appearance dates would fall under separate agreement.

Please let me know if you have any questions or concerns.



Seann Patrick Riley, Esq.
Director of Partnerships

Position Number	Name	Current Salary	Requested Increase	New Salary
0417001	Briceno, Nestor	60,984	1,516	62,500
0417002	Watkins, Alyssa	52,582	9,918	62,500
0417006	Roane, Chloe	57,881	4,619	62,500
0417007	Harrison, David	52,852	9,648	62,500
0417008	Birch, Chris	52,852	9,648	62,500
0417009	Callahan, Kristen	52,852	9,648	62,500
			44,997	
Social Security			3,442	
APERS			6,894	
Total for Salary Increase			55,333	
Requesting that current salaries be increased up to starting pay for Prosecutors				
Cost for Text System - \$450/mo			5,400	
Total Additional Requested for Public Defender			60,733	