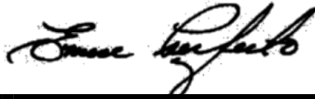




<u>POLICY NAME:</u> 9.9 RETENTION INCENTIVE	Number: 404.070.006
<u>DIVISION:</u> ADMINISTRATIVE SERVICES DIVISION	Effective Date: 4/1/2024
<u>RESPONSIBLE SECTION:</u> COMPLIANCE, AUDIT & PERFORMANCE	
<u>APPROVED:</u> OPDC	Approval Date: 3/21/2024

PURPOSE: Establishes time frames and criteria for receiving one-time incentive compensation for the retention of both recently hired contract providers as well as experienced contract providers: \$9.9 million General Fund for Services and Supplies for Professional Services.

AUTHORITY: SB 337

APPLICABILITY: This policy applies to all contracts for public defense services. (Criminal Trial Division - \$7,406,190. Parent Child Representation Program - \$1,234,365, and Juvenile Trial Division - \$1,234,365)

POLICY: OPDC will disseminate two [2] payments from the 9.9 million General Fund for Services and Supplies for Professional Services. Payments will be issued on April 15, 2024, and April 15, 2025, will be proportionate with the FTE of the Contract excluding Administration, Supervision, and any vacancies as of April 1, 2024, and April 1, 2025. Amounts are subject to availability of funds.

Adult Criminal Trial Division – Actual FTE of the contract excluding Administration, Supervision & vacancies x \$7,450.

Parent Child Representation Program - Actual FTE of the contract excluding Administration, Supervision & vacancies x \$7,345.

Juvenile Trial Division - Actual FTE of the contract excluding Administration, Supervision & vacancies x \$6,262.

To be eligible for incentive funding, contractor shall not have any outstanding monthly caseload reports. The monthly caseload submissions must be complete and successfully received by OPDC on or before the 20th of the month pursuant to Section XII of the contract. Contractor will be required to report back to OPDC regarding how the funds were spent, whether on attorney compensation, staff compensation, additional staff hours, or other overhead and expenses.

Approved by: OPDC
Prepared by: Policy Division
Reviewed by: Executive Team

Publish: Internally & Externally

9.9 Retention Incentive