

MICHAEL P. VICTORINO  
Mayor

DON S. GUZMAN  
Acting Prosecuting Attorney

ROBERT D. RIVERA  
First Deputy Prosecuting Attorney



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OFFICE OF THE  
COUNTY COUNCIL

DEPARTMENT OF THE PROSECUTING ATTORNEY  
COUNTY OF MAUI  
150 SOUTH HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
PHONE (808) 270-7777 • FAX (808) 270-7625

March 6, 2019

APPROVED FOR TRANSMITTAL

Honorable Michael P. Victorino  
Mayor, County of Maui  
200 South High Street  
Wailuku, HI 96793

Michael P Victor 3/8/19  
Mayor Date

For Transmittal to:

Honorable Michael J. Molina  
Chair, Governance, Ethics, and Transparency Committee  
Maui County Council  
200 South High Street  
Wailuku, HI 96793

**RE: PRE-BUDGET SESSION PRESENTATION (DEPARTMENT OF THE  
PROSECUTING ATTORNEY) (GET-18(6))**

Dear Chair Molina:

This letter is in response to the Governance, Ethics, and Transparency Committee letter dated, February 19, 2019. As requested, we are providing the following responses to your request:

1. The Department's top three to five strategic goals.
  - a. The Maui County Children's Peace Center
  - b. Pro-Active Recruitment for qualified Deputy Prosecuting Attorneys
  - c. Statewide Victim/Witness Advocate Academy
2. Tactics to be implemented to meet these strategic goals and intended results.
  - a. The Maui County Children's Peace Center
    - Multidisciplinary planning and coordination with various state and local private, public and non-profit agencies;

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- Coordination and planning with state government agencies to relocate into a co-location setting;
  - Creating a memorandum of agreement among the various agencies that are co-locating into the Maui County Children's Peace Center.
- b. Pro-Active Recruitment for qualified Deputy Prosecuting Attorneys
- Proactive recruitment: submit a revised recruitment advertisement to the Hawaii Bar Journal seeking qualified Deputy Prosecuting Attorney's.
  - Submit similar advertisement to Law Schools on the continental United States, more specifically, law schools attended by current and former Deputy Prosecuting Attorney's.
  - Participate in active recruitment activities with the University of Hawaii.
  - Develop a more comprehensive/organized internship program for law students.
- c. Statewide Victim/Witness Advocate Academy
- The Maui Prosecutor's Office was chosen to spearhead and develop a victim/witness academy by the Attorney General's Office to help develop and train competent victim/witness advocates throughout the state.
  - Coordinate and plan with victim/witness programs within the four counties and private and public victim service providers in the development of a statewide program. This includes direction and input from the department of the attorney general.
  - Receive funding and financial assistance from the Attorney General's office as well as apply for necessary Victims of Crime Act (VOCA) grants;
  - Find a suitable building;
- 3. Funds anticipated to remain unencumbered from the FY 2019 Budget and the reasons why the funds were not encumbered.**
- a. All FY19 funds are expected to be encumbered.
- 4. The Department's fixed costs and discretionary costs.**
- a. We anticipate that all allocated funds used for salaries, training, and any court related expenses are fixed cost.

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b. Discretionary cost would include office and miscellaneous supplies, small equipment, along with printing and binding.

**5. Cost-savings measures that Department has implemented or will be implementing, and the amount saved or that will be saved by these measures.**

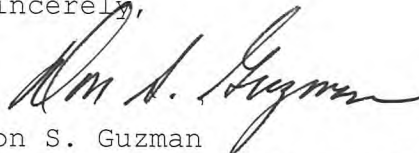
a. A program goal for our department is to promote integrity in the prosecution profession by building competent and professional behavior of attorneys by improving employee skills and knowledge. Our department will actively look for cost-savings measures to attain grant funds to assist with sending our employees to training.

b. For the Maui County Children's Peace Center

- Application of VOCA funds and other federal grants to provide moving, renovation and construction costs;

If you have any further questions or require further information, please do not hesitate to call me at 270-7777.

Sincerely,

A handwritten signature in black ink, appearing to read "Don S. Guzman", written in a cursive style.

Don S. Guzman  
Acting Prosecuting Attorney