



Contra
Costa
County

To: Board of Supervisors
From: Robin Lipetzky, Public Defender
Date: August 7, 2018

Subject: Reimbursement of criminal defense witness travel and food expenses

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller to pay up to \$1,000 in reimbursements to criminal defense witnesses for travel and food expenses incurred on April 22, 2018 through June 30, 2018.

FISCAL IMPACT:

This cost is to be funded through the Public Defender's budget. 100% General Fund.

BACKGROUND:

It is often necessary in providing support to clients of the Public Defender to bring witnesses in from out-of-county or out-of-state and pay the travel, food and lodging costs of these witnesses. Many of these individuals do not have the money to pay for their travel expenses and seek reimbursement; therefore, the Office of the Public Defender must be ready in every case to reimburse witnesses. Meal rate and travel/mileage reimbursement would be aligned with Expense Reimbursement Management Bulletin 204.13 and the current IRS mileage reimbursement rates will be applied.

CONSEQUENCE OF NEGATIVE ACTION:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **08/07/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Candace Andersen, District II
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 7, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Joanne Sanchez-Rosa,
925-865-8065

cc:

Failure to approve this request will result in the Public Defender's Office being unable to reimburse witnesses for their travel expenses when providing vital support for criminal trials. This may reduce the willingness and availability of key defense witnesses, which could adversely affect the case outcome.