



SUMMARY REPORT

Agenda Date: 3/24/2026

To: Sonoma County Board of Supervisors
Department or Agency Name(s): Public Defender's Office
Staff Name and Phone Number: Brian Morris, 707-565-3876
Vote Requirement: 4/5th
Supervisorial District(s): All

Title:
Community Corrections Partnership Resources Programming

Recommended Action:

- A. Adopt a position resolution to extend 1.0 FTE Department Analyst time- limited position through June 20, 2027, and add 1.0 FTE permanent ongoing Interpreter/Translator II position.
- B. Adopt a budgetary resolution adjusting the Public Defender and Community Corrections Partnership (AB109) Special Revenue Fund's FY 25-26 approved budget to reflect these changes (4/5ths).

Executive Summary:

The Community Corrections Partnership (CCP) has approved funding for the Public Defender's Office to extend an existing time-limited Department Analyst position by one year and to create a full-time Interpreter/Translator II position to address services gaps resulting from using extra help personnel. The extension of the Department Analyst position ensures continuity of grant management and administrative support. The addition of an Interpreter/Translator II position provides consistent Spanish-language interpretation and translation services for clients with limited English proficiency. The staffing costs will be financed through the CCP (AB109) special revenue fund.

Discussion:

The Public Defender's Office has relied on CCP funding to support a time-limited Department Analyst position since January 2025. This role has proven essential in managing complex grant programs, in conducting fiscal analysis, and supporting administrative operations. The analyst has enabled the department to secure competitive grants, maintain compliance, and strengthen partnerships across the justice system. Extending this position through June 30, 2027, will preserve these capabilities and prevent disruption to ongoing projects.

Additionally, in 2022 the CCP approved funding for 40 hours per week for an Extra-Help Interpreter/Translator II. While this arrangement has provided some coverage, it has not met the sustained demand for Spanish-language interpretation, which affects approximately 25%, or approximately 3,000 of the department's clients. Extra-Help staffing has resulted in coverage gaps during court proceedings and attorney-client meetings, leading to delays and inefficiencies. Converting this role to a full-time position will ensure reliable service, improve case preparation, and enhance retention by offering job stability and benefits.

Together, these staffing changes will strengthen the department's ability to deliver equitable, timely, and

effective legal representation, while supporting broader criminal justice system goals.

On February 2, 2026, the CCP approved funding to extend the Department Analyst for one additional year, through June 30, 2027, and approved ongoing funding to support a permanent Interpreter /Translator in the department.

Strategic Plan:

N/A

This item directly supports the County’s Five-year Strategic Plan and is aligned with the following pillar, goal, and objective.

Pillar: Organizational Excellence

Goal: Goal 4: Seek out grant funding to enhance programs and improve infrastructure

Objective: Objective 1: Secure a total of \$60 million in grant funding by 2026 for strategic priorities, including technology tools, climate resiliency, and other capital projects.

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

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Prior Board Actions:

1/14/2025 - Approval of time-limited department analyst position funded through CCP.

FISCAL SUMMARY

Expenditures	FY25-26 Adopted	FY26-27 Projected	FY27-28 Projected
Budgeted Expenses		\$355,981	\$141,995
Additional Appropriation Requested	\$65,652		
Total Expenditures	\$65,652	\$355,981	\$141,995
Funding Sources			
General Fund/WA GF			
State/Federal	\$65,652	\$355,981	\$141,995
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$65,652	\$355,981	\$141,995

Narrative Explanation of Fiscal Impacts:

All costs for salaries, benefits, and additional costs for the Department Analyst and Interpreter/Translator II

Agenda Date: 3/24/2026

position will be covered by the CCP (AB109) special revenue fund. The CCP approved funding for these positions at its FY 26-27 budget meeting on February 2, 2026.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)
Interpreter/Translator II		1.0	0.0 <input type="checkbox"/>

Narrative Explanation of Staffing Impacts (If Required):

The Public Defender’s office will extend the existing time-limited Department Analyst position and will recruit and hire a 1.0 FTE Interpreter/Translator II position.

Attachments:

Attachment 1 - Position Resolution

Attachment 2 - Community Corrections Partnership and Public Defender Budgetary Resolution

Related Items “On File” with the Clerk of the Board:

None.