

DISTRICT ATTORNEY

OPERATION AND MISSION

The function of the Johnson County District Attorney's (DA) office is to see that the laws of the State of Kansas are faithfully executed and enforced. They represent the community as they prosecute violations of State laws that occur within Johnson County. In promoting public safety, they are involved in many programs that work to reduce crime, protect innocent victims, and enhance the quality of life in the county.

The primary responsibility is the prosecution of criminal violations, both adult and juvenile. In this regard, the focus is on the punishment and incarceration of violent, repeat offenders within our community. They also spend considerable time and resources in battling domestic violence. Other major functions of the office include assisting crime victims, collecting restitution, enforcement of the criminal child support laws and promotion of numerous crime prevention programs in the community

INTERACTION AND ADJACENCIES

- District Court
- Clerk of District Court
- Court Services
- JIAC
- JIMS
- Sheriff's Department
- Law Library
- Department of Corrections
- Facilities Management

FACTORS INFLUENCING CHANGE

- Population and criminal caseload increases will exert increasing demand for prosecutorial services.
- Digital technology and access to the Internet may streamline access to case files and facilitate legal research.

SPECIAL NEEDS

- Restricted access to staff areas, security monitoring, and visitor screening.

CURRENT CONDITIONS

The District Attorney's office is located in the main courthouse and is subject to predictable limitations of optimum planning around existing conditions. For example, the DA's office is dispersed into three separate locations in the building – adversely affecting staff efficiency and security.



There is also a concern regarding both staff increases and support spaces. There is no opportunity in the current offices for new prosecutors or clerical support. Trial preparation areas, conference rooms, and case file areas are currently overcrowded or absent, and the need for these spaces is growing continuously.



JOHNSON COUNTY STRATEGIC FACILITIES MASTER PLAN

SPACE NEEDS ASSESSMENT: District Attorney

Current Space: Sq. Ft.

Spaces	Applied Design Standard		Net Unit Sq.Ft.	Gross Factor	2008 Needs			2013 Needs			2018 Needs			2023 Needs		
	Room Std.	Description			No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.
County Courthouse																
SPT SPACE - DA																
Children's Interview Room	CNF-006	6 Pers Conf Room 150 SF	150	1.35	2	300	405	2	300	405	2	300	405	2	300	405
Interview Room	CNF-012	12 Pers Conf Room 300 SF	300	1.35	8	2,400	3,240	8	2,400	3,240	8	2,400	3,240	8	2,400	3,240
Meeting Room (20 People)	CNF-022	22 Pers Conf Room 700 SF	700	1.35	2	1,400	1,890	2	1,400	1,890	2	1,400	1,890	2	1,400	1,890
Floor Security Closet	ELEQ00100	Tech Equip Room 100 SF	100	1.35	1	100	135	1	100	135	1	100	135	1	100	135
Open Cases File Room	FILHD-10	Hi Dnsty File 240 SF	240	1.00	2	480	480	2	480	480	2	480	480	2	480	480
Closed Cases File Room	FILHD-10	Hi Dnsty File 240 SF	240	1.00	5	1,200	1,200	5	1,200	1,200	5	1,200	1,200	5	1,200	1,200
Library Conference Room	MP-060	Multi Purpose Rm 1200 SF	1200	1.20	1	1,200	1,440	1	1,200	1,440	1	1,200	1,440	1	1,200	1,440
Meeting Room (30 People)	MP-120	Multi Purpose Rm 2400 SF	2400	1.10	4	9,600	10,560	4	9,600	10,560	4	9,600	10,560	4	9,600	10,560
Receptionist Work Area	REC-0004	Reception Area 120 SF	120	1.35	1	120	162	1	120	162	1	120	162	1	120	162
Public Waiting	REC-0010	Reception Area 300 SF	300	1.35	1	300	405	1	300	405	1	300	405	1	300	405
Witness Waiting	REC-0010	Reception Area 300 SF	300	1.35	1	300	405	1	300	405	1	300	405	1	300	405
Secure Evidence Room	STOR00200	Storage Room 200 SF	200	1.35	1	200	270	1	200	270	1	200	270	1	200	270
Storage Closet	WKCP00040	Work/Copy/Eq Area 40 SF	40	1.35	12	480	648	12	480	648	12	480	648	12	480	648
Work Room (Copier, Shredder, Work table)	WKCP00200	Work/Copy/Eq Area 200 SF	200	1.35	2	400	540	2	400	540	2	400	540	2	400	540
Computer Carrel for on-line reference	WS05	WS Typ 05 - CARREL 30 SF	30	1.40	1	30	42	1	30	42	1	30	42	1	30	42
		TOTAL:			44	18,510	21,822	44	18,510	21,822	44	18,510	21,822	44	18,510	21,822
STAFF - Administration																
9100.District Attorney. Grade 99	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
6352.Executive Assistant. Grade 14	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
2106.Director of Administration. Grade 18	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
		TOTAL:			3	394	539	3	394	539	3	394	539	3	394	539
STAFF - Diversion																
5105.Diversion Case Manager. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	3	191	268	3	191	268	4	255	357	4	255	357
2086.Diversion Coordinator. Grade 16	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
		TOTAL:			4	281	394	4	281	394	5	345	483	5	345	483
STAFF - Investigations																
6352.Administrative Assistant White Collar Crime.	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
6391.Consumer Fraud Intake Specialist/Investi	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
2150.Economic Crime Investigator. Grade 15	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	2	180	252	2	180	252	2	180	252
2150.Financial Investigator. Grade 15	WS03	WS Typ. 03 90 SF	90	1.40	2	180	252	2	180	252	2	180	252	3	270	378
2150.Investigator. Grade 15	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	2	180	252
2151.Chief Investigator. Grade 16	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
2151.Economic Crime Investigator. Grade 16	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
		TOTAL:			8	668	935	9	758	1,061	9	758	1,061	11	938	1,313
STAFF - Prosecution																
2042.Lead District Attorney. Grade 20	POFC0120	Private Office 120 SF	120	1.35	5	600	810	6	720	972	6	720	972	6	720	972

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Spaces	Applied Design Standard		Net Unit Sq.Ft.	Gross Factor	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.
	Room Std.	Description														
2042.Master District Attorney. Grade 20	POFC0120	Private Office 120 SF	120	1.35	2	240	324	4	480	648	4	480	648	4	480	648
2043.Sr District Attorney. Grade 21	POFC0180	Private Office 180 SF	180	1.35	3	540	729	4	720	972	4	720	972	4	720	972
2044.First Assistant District Attorney. Grade 22	POFC0180	Private Office 180 SF	180	1.35	1	180	243	1	180	243	1	180	243	1	180	243
6350.Senior Records Clerk. Grade 12	WS01	WS Typ. 01 53 SF	53	1.40	1	53	74	1	53	74	1	53	74	1	53	74
6390.Criminal History Specialist. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	2	128	179
2040.Assistant District Attorney I. Grade 18	WS03	WS Typ. 03 90 SF	90	1.40	10	900	1,260	7	630	882	7	630	882	9	810	1,134
2040.Assistant District Attorney II. Grade 18	WS03	WS Typ. 03 90 SF	90	1.40	3	270	378	7	630	882	10	900	1,260	12	1,080	1,512
2041.Assistant District Attorney III White Collar C	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
2041.Assistant District Attorney III. Grade 19	WS03	WS Typ. 03 90 SF	90	1.40	4	360	504	5	450	630	7	630	882	8	720	1,008
TOTAL:					31	3,296	4,537	37	4,016	5,518	42	4,466	6,148	48	4,980	6,867
STAFF - Support Assistance																
5350.Intern. Grade 95	WS01	WS Typ. 01 53 SF	53	1.40	2	105	147	2	105	147	3	158	221	3	158	221
5350.Legal Intern. Grade 95	WS01	WS Typ. 01 53 SF	53	1.40	9	473	662	12	630	882	15	788	1,103	18	945	1,323
6350.Account Clerk. Grade 12	WS01	WS Typ. 01 53 SF	53	1.40	1	53	74	1	53	74	1	53	74	2	105	147
6350.Clerk I. Grade 12	WS01	WS Typ. 01 53 SF	53	1.40	1	53	74	1	53	74	1	53	74	2	105	147
6350.Receptionist. Grade 12	WS01	WS Typ. 01 53 SF	53	1.40	3	158	221	3	158	221	3	158	221	3	158	221
6350.Records Clerk. Grade 12	WS01	WS Typ. 01 53 SF	53	1.40	2	105	147	4	210	294	5	263	368	5	263	368
6350.Secretary. Grade 12	WS01	WS Typ. 01 53 SF	53	1.40	1	53	74	1	53	74	1	53	74	1	53	74
6351.Care and Treatment Paralegal. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
6351.Clerk Typist. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	2	128	179	2	128	179
6351.Juvenile Support Specialist. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
6351.Legal Assistant. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	3	191	268	3	191	268	5	319	446	6	383	536
6351.Trial Assistant. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	12	765	1,071	11	701	982	12	765	1,071	14	893	1,250
6351.Warrant Assistant. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	6	383	536	6	383	536	7	446	625	8	510	714
6451.Team Leader/Records Supervisor. Grade 14	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
6451.Team Leader/Trial Assistant. Grade 14	WS02	WS Typ. 02 64 SF	64	1.40	2	128	179	2	128	179	1	64	89	1	64	89
2040.Warrant Prosecutor. Grade 18	WS03	WS Typ. 03 90 SF	90	1.40	2	180	252	1	90	126	1	90	126	1	90	126
6230.Administrative/Fiscal Coordinator. Grade 15	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
TOTAL:					49	2,989	4,184	52	3,098	4,337	61	3,615	5,061	70	4,133	5,786
STAFF - Victim Assistance																
Volunteer	WS01	WS Typ. 01 53 SF	53	1.40	12	630	882	15	788	1,103	18	945	1,323	20	1,050	1,470
5010.Child Victim Advocate. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
5010.Domestic Violence Advocate. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
5010.Juvenile Victim Advocate. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
5010.Property Crime Advocate. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
5010.Victim Witness Advocate. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	2	128	179	2	128	179	3	191	268	4	255	357
6351.Secretary. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89

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6475.Volunteer Services Coordinator. Grade 13	WS02	WS Typ. 02 64 SF	64	1.40	1	64	89	1	64	89	1	64	89	1	64	89
2086.Victim Witness Coordinator. Grade 16	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
		<i>TOTAL:</i>			21	1,230	1,722	24	1,388	1,943	28	1,609	2,252	31	1,778	2,489
		<i>BUILDING TOTALS:</i>				27,368	34,133		28,444	35,612		29,696	37,366		31,076	39,298
Contingency Space Allowance (1% per year)									1,781			3,737				5,895
TOTAL REQUIRED						27,368	34,133		28,444	37,393		29,696	41,102		31,076	45,192