

Exhibit A

DISTRICT ATTORNEY INFORMATION MANAGEMENT SYSTEM (D.I.M.S.)

(FY2021: September 1, 2022 to August 31, 2023)

STAFFING SCHEDULE

Attorney staffing consists of 21 to 23 shifts for the average work week, and supplemental shift scheduling for select periods (holidays and/or special operations). The District Attorney provides staffing by at least one attorney/prosecutor at all times.

The enumeration of shifts for the typical non-holiday operational DIMS week is as follows:

	<i>MON</i>	<i>TUE</i>	<i>WED</i>	<i>THU</i>	<i>FRI</i>	<i>SAT</i>	<i>SUN</i>
A-shift (Midnight - 8 a.m.)	#1	#4	#7	#10	#13	#16	#19
B-shift (8 a.m. - 4 p.m.)	#2	#5	#8	#11	#14	#17	#20
C-shift (4 p.m. - midnight)	#3	#6	#9	#12	#15	#18	#21
D-shift (“Baker”) (E.g., 8 p.m. - 4 a.m. or 10 p.m. – 6 a.m. or 11 p.m. to 7a.m.)					#22	#23	

Attorney staffing may be enhanced, in conjunction with law enforcement needs, to cover anticipated heavy DIMS volume because of holidays, peak crime periods, or because of special law enforcement operations (e.g., roundups, blood-warrants). Staffing schedules may be amended for efficiency, economy, and to insure round-the-clock staffing. Shifts #22 and #23 may overlap primary shifts for busier nights.

Clerical staffing consists of 21 shifts for the average work week, which correspond with the attorney shifts #1-21, as enumerated above. On rare occasions, clerical staffing is enhanced, to cover anticipated heavy DIMS volume. Premium wage for winter holiday scheduling is incorporated into the budget, for a total amount not to exceed five hundred dollars. Staffing schedules may be amended for efficiency or economy. Clerical shifts may be optional due to unanticipated absence of assigned personnel.