

**MONTANA PUBLIC DEFENDER COMMISSION  
BUDGET COMMITTEE MEETING**

**EXHIBIT 18**

**Meeting Agenda  
Central Office – 44 W. Park  
Butte, Montana  
September 7, 2007  
(ALL TIMES APPROXIMATE)**

- 9:00–9:05 a.m. Call to Order – Jennifer Hensley, Chair
- 9:05–9:10 a.m. Approval of Minutes of March 2, 2007 meeting (**\*Action Item**)
- 9:10–9:15 a.m. Financial Results FY 06 and FY 07
- 9:15–9:20 a.m. Financial Results FY 08
- 9:20–9:30 a.m. FY 2008 Budget Discussion
- 9:30–9:40 a.m. Public Comment
- 9:40–9:45 a.m. Old Business/New Business (**\*Action Items**)
- 9:45 a.m. Adjourn

**MONTANA PUBLIC DEFENDER COMMISSION  
BUDGET COMMITTEE MEETING  
Draft Minutes  
MACo Office, Helena, Montana  
March 2, 2007**

**Call to Order**

The meeting of the Budget Committee of the Montana Public Defender Commission was called to order by Committee Chair Jennifer Hensley.

**Commissioners Present**

Jennifer Hensley; Caroline Fleming

**Other Interested Parties**

Administrative Director Harry Freebourn; Financial Manager Sandra Law

**Approval of Minutes of January 26, 2007 meeting**

Commissioner Hensley moved to approve the minutes as drafted. Commissioner Fleming seconded. Motion carried.

**Staffing Report**

Ms. Law presented the staffing report (exhibit B1). Commissioners noted that personal services represent over half of the OPD budget. Commissioner Hensley noted the need to get attorney positions filled in the regions, to help reduce the need for contracted services.

**Financial Results 7/1/06 through 1/31/07 (exhibit B2)**

Operating costs are at 70% at the end of seven months. This is primarily due to contracted services, which have not yet begun to significantly drop in volume. Commissioners Hensley and Fleming explored possible reasons for the high costs in contracted services, and possible approaches to reducing these costs by 10%, region by region, in the next few months.

Mr. Freebourn noted that contract costs had gone down a bit in the month of February, but it was too early to predict if this was the beginning of a trend, or just an anomaly.

Mr. Freebourn explained the "FY 2006 Actual – FY 2007 Forecast – FY 2008 & 2009 Budget Request," (exhibit B3) which shows the "run rate." The Legislative Fiscal Division (LFD) based their run rate on only three months of data. The OPD estimate, based on six months of information, anticipates a supplemental request of between \$5 and \$6.4 million. The financial estimates in the strategic plan for FY 2007 were not based on caseload and cost trends because they were not available. These estimates were at best a high level guess.

**Old Business/New Business (\*Action Items)**

There were no action items.

**Public Comment**

There was none.

**Adjourn**

The meeting adjourned at approximately 10:30.