



PRINCE GEORGE'S COUNTY GOVERNMENT
OFFICE OF MANAGEMENT AND BUDGET



Aisha N. Braveboy
County Executive

MEMORANDUM

DATE: March 30, 2026

TO: Sylvia King
Senior Legislative Budget Officer

THRU: Angela Fair-Baker, Director *AFB*
Office of Management and Budget

FROM: Anthony Jones, County Attorney
Office of Law

RE: First Round FY 2027 Proposed Budget Responses

We are submitting a request for budgetary information to facilitate an efficient and effective budget review and reporting process. Please respond to the questions and complete the following tables with the appropriate information. In some cases, we have populated the tables with available known data. In instances where the tables need to be re-sized or modified to accommodate additional information, please feel free to do so.

OVERALL BUDGET

1. Does the Office expect that a supplemental budget request may be necessary for FY 2026?

Currently, the Office of Law does not anticipate submitting a broad supplemental budget request for FY 2026. However, the Office continues to closely monitor litigation trends and personnel needs. Targeted adjustments could become necessary if extraordinary litigation expenses arise or if staffing demands increase due to sustained growth in Workers' Compensation caseloads or complex civil litigation matters involving constitutional claims or uncapped damages. Should circumstances change, the Office will promptly notify the Administration and the Council.

- a. If so, how much does the Office expect to request?

The Office cannot project a specific supplemental amount at this time. Any potential request would likely be limited in scope and associated with personnel adjustments or extraordinary litigation-related expenses. The Office's current objective is to manage anticipated costs within the FY 2026 authorized appropriation.

- b. Please identify the specific factors, conditions, and trends that may necessitate the need for a supplemental appropriation for FY 2026.

N/A

2. Identify and quantify any known or anticipated operational or fiscal impacts that the proposed Maryland State budget or other action taken or being considered by the Maryland General Assembly may have on the Office's programs and operations.

At present, the Office is not aware of any State budget provisions that directly require additional funding for Office of Law operations. However, legislative changes affecting liability standards, statutes of limitation, or other civil liability frameworks may increase litigation exposure for local governments, which could indirectly affect legal defense costs and staffing demands.

3. Identify and quantify any known or anticipated operational or fiscal impacts that the proposed federal changes or other action taken or being considered by the federal government may have on the Office's programs and operations.

The Office continues to monitor federal policy developments that may affect local jurisdictions, including civil rights enforcement priorities and litigation trends. While no direct fiscal impacts attributable to federal policy changes have been identified at this time, evolving federal enforcement activity and constitutional litigation trends may influence litigation volume, particularly in matters involving public safety agencies.

4. Does the Office have any federal, State, or County legal requirements that must be funded? If so, please identify each requirement and the total dollar amount.

The Office of Law performs several legally mandated governmental functions. These responsibilities include representing the County and its employees in civil litigation, providing legal advice to the County Executive, County Council, and executive agencies, defending Workers' Compensation claims, responding to Maryland Public Information Act requests, and prosecuting or defending matters involving tax sales, bond defaults, and judgment collections. These duties are essential governmental functions that must be maintained to protect the County from legal and financial exposure.

5. What is the plan for maintaining continuity of funding for the most essential services considering anticipated financial shortfalls over the next two (2) fiscal years?

To maintain continuity of essential legal services during periods of fiscal constraint, the Office will continue to:

- Prioritize statutory obligations and high risk litigation matters
- Expand early case assessment procedures for significant litigation exposure
- Improve internal case tracking and reporting through the HighQ case management platform
- Utilize interagency recoveries to offset the cost of legal services provided to operational departments

These measures are intended to maintain service continuity while ensuring prudent fiscal management.

COMPENSATION

Staffing

6. Please complete the following table on FY 2026 authorized and actual staffing levels:

FY 2026 Authorized and Actual Staffing Levels									
	Full-Time			Part-Time			Limited Term		
	Authorized	Filled Positions	Vacancies	Authorized	Filled Positions	Vacancies	Authorized	Filled Positions	Vacancies
General Fund									
	66	59	7	0			0		
YTD as of: 03/10/2026									

7. Please identify the number of attorneys currently assigned to work in each of the Office's Divisions.

Division	Number of Attorneys
Litigation Division	8
Transactions Division	6
Government Operations Division	7
Workers' Compensation Division	2
Transparency/MPIA	2
DSS/CINA	7
Police Department Counsel	1
Housing Authority Counsel	1

The Office of Law's authorized staffing complement increases from 66 to 69 positions in the FY 2027 Proposed Budget. This increase reflects the addition of an Attorney IV position and a new Attorney II position assigned to the Workers' Compensation Division to address increasing litigation demands. The additional Workers' Compensation attorney will also support increased recoveries associated with Workers' Compensation matters handled on behalf of the County.

8. For each currently vacant position, please complete the following table by identifying the position title, position number, grade, salary information, the date the vacancy or creation of position occurred, organizational assignment, the status of recruitment efforts, and funding source (General Fund (GF), Internal Service Fund (IS), Enterprise Fund (EF), or Grants) for FY 2026.

Vacancies, FY 2026 YTD										
#	Position Title	Position Number	Grade	Salary			Date Vacated or Created	Organizational Assignment	Status of Recruitment Efforts	Funding Source
				Budgeted	Expended (Est.)	Lapse (Est.)				
1	Paralegal 1G/2G (dually allocated)	30000150	G15	\$63,471.00			1-Jul-25	Govt Ops	Reallocated from Attorney 2G in FY26	General Fund
2	Associate County Attorney I	30006498	G24	\$98,465.00			25-Mar-24	Litigation (WCC)	Bishop Sakyi's old position, advertised externally previously	General Fund
3	Paralegal 1G/2G (dually allocated)	30060221	G15	\$63,471.00			1-Jul-25	Transactions	Reallocated from Attorney 3G in FY26, to 2 positions (position 2)	General Fund
4	Associate County Attorney IV	30004136	G33	\$180,000.00			3-Oct-25	Litigation	Shelley Johnson's old position	General Fund
5	Deputy Director - G	30006508	G35	\$168,408.00			20-Oct-25	Transactions	Tracy Benjamin's old position	General Fund
6	Associate County Attorney II	30006500	G27	\$114,015.82			9-Feb-26	Govt Ops	Casey Wiggin's old position	General Fund
7	Admin Assistant 2G	30004152	G21	\$ 90,000			7/1/2026	Administrative staff	Has been Unfunded	General Fund

9. How many of the Office of Law’s employees have been or are expected to be assigned to another County agency or another organization in FY 2026? Please identify each position by completing and updating the following table.

Office Employee Assignments to Other Agencies							
Name	Title	Grade	Salary	Function	Assigned Agency	Date Assigned	Assignment likely to continue in FY 2027 (Y/N)
Wills, Charlene	Associate County Attorney	4G	\$ 205,535	To assist the agency with legal matters	Housing Authority	07/01/25	Y
StacyAnn Llewellyn	Associate County Attorney	4G	\$ 205,000	To assist the agency with legal matters	Police department	07/01/25	Y

10. Please identify staff members currently assigned to the Office from other County agencies. Complete the table below for each position.

N/A

11. Are all positions included in the FY 2027 Proposed Budget fully funded? If not, please explain.

One Administrative Assistant 2G is unfunded.

12. Please discuss the Office’s FY 2026 attrition rate and provide the following information:

- a) To date, how many people have resigned from the Office in FY 2026?
- b) To date, what is the attrition rate in FY 2026?
- c) Identify the key factors that contribute to the current attrition levels.
- d) What positions and/or position classification and grades are the most affected by attrition?
- e) What impact has attrition had or is having on the Office’s operations?

The Office has experienced six employee departures during FY 2026 to date, representing an attrition rate of approximately nine percent. Departures included attorneys accepting positions in other jurisdictions offering higher compensation, promotion to leadership roles within other government offices, a judicial appointment, and departures associated with personal or telework related circumstances.

The Office currently has six funded and one unfunded vacancies across attorney, paralegal, and administrative classifications. Recruitment efforts are ongoing. In addition, one administrative position remains unfunded in FY 2026.

OPERATING EXPENSES

13. Please identify, quantify, and explain expected or possible instances where categories of expenditures are **expected to exceed** authorized FY 2026 expenditure levels. What conditions, factors, and trends are driving these higher-than-expected levels of expenditures for FY 2026?

Currently the Office does not anticipate significant operating categories exceeding authorized FY 2026 expenditure levels. However, litigation related costs such as expert witnesses, court reporting, and discovery expenses can fluctuate depending on the complexity of cases being litigated. The Office continues to monitor these expenditures closely and works with the Office of Management and Budget to manage any variances.

14. Please identify, quantify, and explain expected or possible instances where categories of expenditures are **expected to be significantly lower** than authorized FY 2026 expenditure levels. What conditions, factors, and trends are driving these lower-than-expected levels of expenditures for FY 2026?

The Office does not anticipate operating expenditure categories to fall materially below authorized FY 2026 levels. Operating costs are expected to remain generally consistent with historical spending patterns.

15. Please complete the following chart regarding the FY 2026 approved and estimated, and FY 2027 proposed operating budget. Please add operating categories, as needed, to ensure the total operating budget is presented.

Commitment Items	FY 2026 Approved	FY 2026 Estimated	FY 2027 Proposed	\$ Change	Explain reason for budgetary change for each commitment item
Telephone	\$ 12,000	\$ 10,800	\$ 5,600	\$ (6,400)	Decrease in telephone charges based on transferring services to Microsoft Teams
Printing	\$ 5,000	\$ 3,500	\$ 5,000	\$ -	
Periodicals	\$ 11,300	\$ 3,000	\$ 8,000	\$ (3,300)	expenses and projected usage for FY27 \$3,000
Office Automation	\$403,600	\$ 403,600	\$ 426,500	\$ 22,900	OIT charges countywide
Training	\$ 10,000	\$ 10,300	\$ 25,000	\$ 15,000	Projected more training and travel for attorneys
Travel: Non-Training	\$ 800	\$ 800	\$ 1,100	\$ 300	Projected more training and travel for attorneys
Membership Fees	\$ 8,000	\$ 7,500	\$ 15,000	\$ 7,000	After review of historical data and current YTD,
Mileage Reimbursement	\$ 10,400	\$ 10,400	\$ 10,000	\$ (400)	After review of historical data and current YTD,
General & Administrative	\$164,000	\$ 164,000	\$ 174,000	\$ 10,000	GA Contract for FY2027 expected
General Office Supplies	\$ 20,000	\$ 13,000	\$ 17,000	\$ (3,000)	After review of historical data and current YTD,
Office and Operating Equipment Non-Capital	\$ 3,000	\$ 3,000	\$ 10,000	\$ 7,000	After review of historical data and current YTD, anticipated FY2027 expense
Miscellaneous	\$ 10,000	\$ 4,000	\$ 5,000	\$ (5,000)	After review of historical data and current YTD,
TOTAL	\$658,100	\$ 633,900	\$ 702,200	\$ 44,100	

16. FY 2026 and FY 2027 Contracts: Please provide the information requested in the table below for **all** of the Office's FY 2026 currently executed and planned and not yet executed, and all planned contracts for FY 2027.

Vendor/Contractor Name	1 = MBE 2 = CBB 3 = CBSB 4 = CLB Unknown	Summary of Contract Services	FY 2026 Approved Budget	FY 2026 Actual/ Estimated Contract Amount	Current Contract Term (month/year- month/year)	Number of Additional Option Years Available	Contract Status: Executed (E), Planned Not Executed (PE)	FY 2027 Proposed Contract Amount	Funding Source: General Fund (GF), Grants (GR), Other Fund (OF)
Law Office of Johnine Clark	2	Legal Services contract for DSS	74700	\$ 74,700	yearly		E	\$ 74,700	GF
Reuters/WEST PUBLISHING	4	Legal Research	48000	\$ 48,000	yearly		E	\$ 48,000	GF
Thompson Reuters/High Q	4	Software / File Updates	41300	\$ 41,300	yearly		E	\$ 51,300	GF
Total			\$ 164,000	\$ 164,000				\$ 174,000	

17. Multi-year and Personal Services Contracts: Please provide the information requested in the table below for **all** of the Office's anticipated FY 2027 multi-year contracts over \$500,000 and personal services contracts over \$100,000 required to be approved by the County Council, in accordance with Section 819 of the County Charter, and attached as an exhibit to the proposed Budget Bill.

N/A

RECOVERIES

18. Please provide a list of anticipated recoveries due to the Office of Law for each Fund (General Fund (GF), Internal Service (IS), Enterprise Fund (EF), or Grants) in FY 2025 (estimated) and the FY 2026 proposed budget.

Recoveries, FY 2026 and FY 2027				
	Description	FY 2026 Estimated	FY 2027 Proposed Budget	Fund (GF, IS, EF, Grants)
1	Department of Social Services	\$ 323,900	\$ 323,900	GF
2	Fire Department	\$ 176,100	\$ 185,900	GF
3	Health Department	\$ 228,000	\$ 230,500	GF
4	Finance/Risk Management	\$ 2,946,500	\$ 3,988,600	GF
5	DPIE	\$ 205,300	\$ 223,000	GF
6	OCS	\$ 116,400	\$ 132,700	GF
7	Procurement	\$ 144,200	\$ 132,600	GF
8	Police Department	\$ 249,100	\$ 289,600	GF
9	Department of Environment	\$ 104,400	\$ 95,200	GF
10	Housing Authority	\$ 257,300	\$ 275,200	GF
	Total	\$ 4,751,200	\$ 5,877,200	GF

WORKLOAD AND PROGRAM IMPACT

19. Please provide updates on the Office’s progress in achieving the following FY 2026 program goals and objectives, as identified in the FY 2026 budget review process:

- a. fill vacancies and increase retention;
- b. fully implement a new case management system;

See answer to question 17

- c. continue to improve efficiency in responding to public information requests;

- d. attempt to reduce the number of adverse decisions resulting from litigation against the County.

The Office has made progress toward its FY 2026 goals. Recruitment efforts continue to address current vacancies and improve retention. Implementation of the HighQ case management platform has begun and will replace the legacy Legal Files system to improve document management, case tracking, and reporting. Process improvements have also significantly reduced the Maryland Public Information Act backlog, and the Office continues to expand early case assessment practices to reduce adverse litigation outcomes.

20. What factors, program initiatives, trends, and conditions have affected the Office's workload and performance in FY 2026?

Workload increases during FY 2026 have been driven by several factors including litigation associated with the Child Victims Act (CVA), increased constitutional litigation involving public safety agencies, and continued high Workers' Compensation caseloads.

The Workers' Compensation division currently reports approximately 1,597 active claims and 5,214 dormant claims that remain within the statutory reopening period.

21. To what extent have budget changes affected the Office of Law's ability to adequately respond to these trends and conditions?

Budget constraints primarily affect the Office's ability to recruit experienced litigation attorneys and provide sufficient administrative support for attorneys handling large caseloads. Despite these challenges, the Office continues to prioritize high risk litigation and statutory responsibilities.

22. Does the Office of Law plan to make any organizational changes or modifications in FY 2026 or FY 2027? If so, please identify the specific planned changes; the goals, objectives, and rationale for the planned changes; an assessment of the impact that the planned changes are anticipated to have on the Office's operations; and the short-term and long-term fiscal implications for the Office of Law and the County.

No major changes planned for FY 2027.

23. Please provide an update on the status of the MPIA backlog.

The Office does not currently maintain a significant backlog of Maryland Public Information Act requests due to improved internal processes and coordination with County agencies.

24. Please describe the workload impact of the Office taking over the legal work associated with tax sales.

The Office provides legal support for tax sale proceedings including litigation involving tax sale certificates and foreclosure actions. This work represents a recurring responsibility of the Office but is currently manageable within existing staffing resources.

25. Please provide a detailed list of all legal settlements paid by Prince George's County for FY 2026 YTD.

Settlement totals for FY 2026 are still being compiled because the fiscal year is ongoing. Settlement payments are tracked in coordination with Risk Management and the Office of Finance. Updated settlement totals will be provided at the conclusion of the fiscal year.

26. Please provide a list of all ongoing litigation and an estimated potential exposure from lawsuits.

The Office manages a significant number of civil matters involving potential financial exposure to the County, including constitutional litigation, employment claims, personal injury matters, and litigation arising under the Child Victims Act. Because these matters are ongoing, detailed exposure estimates are evaluated in coordination with Risk Management and are not appropriate for public disclosure at this stage of litigation.

27. Please provide an update on the Office's efforts to achieve its goal of pursuing bond defaults and judgment collections. Include a list of the top ten infrastructure projects that the Office pursued (or plans to pursue) in FY 2026 and the defaults the Office plans to pursue in the upcoming fiscal year.

The Office continues to work with County agencies to pursue bond defaults and judgment collections associated with development and infrastructure obligations. These efforts are ongoing and are intended to ensure compliance with County agreements and recovery of funds owed to the County.

28. The Office previously reported that it continues to maintain a large active caseload of workers' compensation appeals.

- a. Please provide the number of appeals the Office managed for FY 2025 and FY 2026 (YTD).

The Office managed 16 Workers' Compensation appeals in FY 2025 and 4 appeals during FY 2026 year to date.

- b. Does the Office continue to face challenges in the hiring of experienced attorneys to do this work? If so, what is the Office doing to address the issues?

Recruitment of experienced Workers' Compensation attorneys remains challenging due to market competition and the specialized nature of the practice area. The Office continues active recruitment efforts and evaluates compensation competitiveness and professional development opportunities to attract qualified candidates. The addition of a new Attorney II position in the Workers' Compensation Division is intended to address sustained caseload volume and support continued recoveries associated with Workers' Compensation matters handled on behalf of the County.

INFORMATION TECHNOLOGY

29. Please complete the chart below and identify the Office's key IT initiatives, including the project name, summary for the purposes and benefits associated with each project, initiation year, estimated completion date, total project cost, amount of funding spent to date, and proposed FY 2027 funding amount.

N/A