



DEPARTMENT OF LAW

Administration - Law

Priority Outcome: Responsible Stewardship of City Resources

Service Number: 860

Fiscal 2022 Recommended Budget: \$1,655,189

Service Description

Service 860 provides for the overall direction and control of the Law Department. It works to successfully defend lawsuits against the City; generate revenue; advocate for the City's interest before State and Federal public bodies; draft, negotiate and review contracts and proposed laws; and advise all City government elected officials and senior/executive personnel.

Major Budget Items

- The budget increases funding for contractual services to better align with historical spending
- The recommended budget maintains the current level of service

Controversies

Priority Outcome: Responsible Stewardship of City Resources

Service Number: 861

Fiscal 2022 Recommended Budget: \$8,334,754

Service Description

Service 861 provides the general litigation, labor and employment, land use, collections, and pre-litigation claims investigation services for the City. This service aims to steadily increase City revenue streams while avoiding or limiting liability payouts.

Major Budget Items

- The recommended budget transfers two General Fund positions to Service: 676 Administration – Office of Legal and Regulatory Affairs.
- The service includes resources from both the General and the Risk Management Internal Service Fund, which supports the agency’s work on legal liability claims resulting from auto accidents and other issues.
- The recommended budget transfers one General Fund position to Service 862 Transactions; one Internal Service Fund position and one General Fund position to Service 871: Police Legal Affairs; and one General Fund position from Service 871: Police Legal Affairs

Type	Performance Measure	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Target	FY21 Actual	FY22 Target	FY23 Target
Output	% of repayment versus amount negotiated for collections cases	141%	113%	76%	105%	90%	98%	103%
Effectiveness	% of clients rating services good or excellent	88%	89%	91%	90%	96%	95%	100%

Transactions

Priority Outcome: Responsible Stewardship of City Resources

Service Number: 862

Fiscal 2022 Recommended Budget: \$2,388,834

Service Description

Service 862 provides Charter mandated legal services essential for City operations and governance. With attorneys experienced and knowledgeable in the nuances of City government and municipal law, this group provides advice for the City's real estate, economic development, lending, and municipal finance activities. This service negotiates, drafts, and reviews all City contracts, and advises the Mayor's Office, the City Council, and all City agencies, boards and commissions on the entire range of legal issues facing the City.

Major Budget Items

- The recommended budget level transfers one General Fund position from Service 707: Risk Management
- The recommended budget transfers one General Fund position from Service 861: Controversies

Type	Performance Measure	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Target	FY21 Actual	FY22 Target	FY23 Target
Outcome	# of Public Information Act requests handled	313	338	348	350	558	350	350
Effectiveness	% of PIA requests answered on time	100%	86%	31%	90%	96%	90%	90%

Minority and Women's Business Opportunity Office

Priority Outcome: Equitable Neighborhood Development

Service Number: 869

Fiscal 2022 Recommended Budget: \$2,033,692

Service Description

Service 869 is responsible for certification of Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs), maintaining a directory of certified businesses, investigating alleged violations of the MWBE ordinance, maintaining statistics on availability and utilization of MBEs and WBEs, setting annual participation goals, setting contract participation goals on a contract by contract basis, setting participation goals on City-assisted projects, and providing assistance to bidders and developers in identifying MBE/WBE firms.

Major Budget Items

- The recommended budget includes \$500,000 of funding for additional personnel
- The recommended budget transfers seven positions from Service 125: Executive Direction and Control Mayoralty as a preliminary action to the potential formulation of a standalone department

Type2	Performance Measure	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Target	FY21 Actual	FY22 Target	FY23 Target
Outcome	# of applications approved	252	172	363	165	585	300	350
Effectiveness	Application review/process turnaround time (days)	18	30	90	35	11	15	12

Police Legal Affairs

Priority Outcome: Building Public Safety

Service Number: 871

Fiscal 2022 Recommended Budget: \$2,367,078

Service Description

Service 871 provides legal advice and handles all legal matters for the Baltimore City Police Department (BPD). It defends the BPD in civil litigation in federal and state courts, and in arbitrations. It represents the BPD in internal employee discipline proceedings, civil citation hearings, forfeiture hearings, and City Code violation hearings. The attorneys in this Practice Group provide legal advice and contract drafting and review, as well as oversight for BPD's Public Information Act requests and subpoena responses. The attorneys engage in preventive lawyering by assisting with training, written directives review, analyzing trends in liability and advising the BPD concerning risks of future litigation and liability.

Major Budget Items

- The recommended budget one Internal Service Fund position and one General Fund position to Service 871: Police Legal Affairs; and one General Fund position from Service 871: Police Legal Affairs
- The recommended funding level transfers one General Fund position from Service 621: BPD Administrative Bureau

Type	Performance Measure	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Target	FY21 Actual	FY22 Target	FY23 Target
Output	# of misconduct cases resolved	192	84	171	200	205	180	180
Effectiveness	% of cases resolved prior to hearing	92%	76%	90%	90%	97%	90%	90%

Workers' Compensation Practice

Priority Outcome: Responsible Stewardship of City Resources

Service Number: 872

Fiscal 2022 Recommended Budget: \$5,817,155

Service Description

Service 872 represents the Mayor and City Council in workers' compensation litigation. Attorneys in the Workers' Compensation Practice Group are involved in all aspects of workers' compensation claims brought against the City. They assist claims adjusters at the City's external adjusting company by giving legal and practical advice on claim handling, particularly in cases that involve legal issues, complex trial questions, or other close calls, with decision making and by issuing subpoenas and gathering and reviewing subpoenaed documents. They are also involved in communication about claims and processes with the external adjusting company. Workers' Compensation Practice Group attorneys also attend regular meetings with City agencies to discuss claims, procedures and practices, and they prepare and argue multiple cases on a daily basis, before the Maryland Workers' Compensation Commission.

Major Budget Items

- The recommended budget supports the reclassification of one Internal Service Fund position
- The recommended budget maintains the current level of service

Type	Performance Measure	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Target	FY21 Actual	FY22 Target	FY23 Target
Output	# of claims handled each year	N/A	4,267	3,321	4,000	2,805	3,500	3,500
Effectiveness	% of "Yes/No" issues tried and won	N/A	N/A	42%	5%	39%	15%	15%