

CANYON COUNTY PROSECUTING ATTORNEY’S OFFICE

FY2027 New Position Request

TO: Canyon County Board of Commissioners
FROM: Canyon County Prosecuting Attorney’s Office
DATE: June 29, 2026
RE: FY2027 New Position Requests — DPA Civil Attorney & DPA Public Affairs

For FY2027, CCPA requests approval for two new positions: a Deputy Prosecuting Attorney dedicated to civil matters and a Deputy Prosecuting Attorney dedicated to public affairs. Each position is described in detail below. The positions address two distinct and growing operational needs that the office currently manages through overextension of existing staff.

Position Cost Summary

POSITION	Loaded Midrange Salary
DPA — Civil Attorney (Grades 16–18)	\$160,180
DPA — Public Affairs (Grade 15)	\$120,449
LOADED TOTAL — BOTH POSITIONS	\$280,629

NEW POSITION REQUEST

DPA — Civil Attorney

Grades 16–18 — Loaded Midrange Salary: \$160,180

Due to the ever-increasing demand for responses to public records requests, combined with the expanding volume and complexity of civil matters handled by CCPA, we are requesting funding for an additional Deputy Prosecuting Attorney (Civil) position.

Over the past 16 months, the civil team has assumed responsibility for keeping substantially more litigation and legal work in-house in an effort to reduce outside counsel costs. While this approach has created long-term value and meaningful cost efficiencies for the county, it has also significantly increased the workload placed on existing civil staff. Additionally, our obligation to provide timely responses to requests for legal advice continues to grow alongside the county’s population.

An additional DPA (Civil) attorney would help ensure the office can continue to meet statutory public records request deadlines, sustain our practice of effectively managing litigation in-house, provide legal guidance to county departments, and maintain a high standard of public service while addressing the growing operational demands placed upon the Civil Division. The cost of this position at midrange is substantially less than the cost of outside counsel for a single complex matter.

NEW POSITION REQUEST
DPA — Public Affairs

Grade 15 — Loaded Midrange Salary: **\$120,449**

We are requesting approval for a new Deputy Prosecuting Attorney position dedicated to public affairs. Like the Sheriff's Office, the Canyon County Prosecutor's Office manages a high volume of criminal matters that generate media inquiries and create an ongoing need for timely and accurate press releases.

Unlike other county departments, however, our office operates under strict legal and ethical constraints regarding what information can be disclosed publicly. These obligations require the oversight and judgment of a licensed attorney to ensure compliance, protect the integrity of prosecutions, and minimize legal liability risks for the County — all while maintaining public confidence and transparency of county operations to the full extent permissible.

At present, the growing volume of media requests is managed through an informal, piecemeal process in which members of the executive team must divert time from their primary responsibilities to draft press releases and respond to inquiries as they arise. This is not a sustainable or risk-appropriate arrangement. Establishing a dedicated Deputy Prosecuting Attorney for Public Affairs would provide legally and ethically sound communication with the public and media while allowing executive staff to remain focused on core prosecutorial and administrative functions.