

PENDING RULES COMMITTEE RULES REVIEW BOOK

**Submitted for Review Before
Senate Judiciary & Rules Committee
66th Idaho Legislature
First Regular Session – 2021**



Prepared by:

*Office of the Administrative Rules Coordinator
Division of Financial Management*

January 2021



State of Idaho
DIVISION OF FINANCIAL MANAGEMENT
Executive Office of the Governor

BRAD LITTLE
Governor

ALEX J. ADAMS
Administrator

January 11, 2021

MEMORANDUM

TO: **Members of the 2021 Idaho State Legislature**

FROM: **Alex J. Adams, Administrator** *Alex J. Adams*
Bradley A. Hunt, Rules Coordinator *Bradley A. Hunt*

SUBJECT: **Overview of Executive Agency Rulemaking in 2020**

Background. Governor Little initiated a rules moratorium for calendar year 2020 and thus the volume of rulemaking is down substantially relative to most years. Most rules published in the Legislative Rules Review book are simply re-published because the 2020 Legislature adjourned *sine die* without passing a concurrent resolution approving any pending fee rules as specified in Section 67-5224, Idaho Code. The necessary fee rules were re-published in the following special bulletins:

- [April 15](#) – Temporary Fee Rules
- [September 16](#) – Proposed Fee Rules
- [November 18](#) – Pending Fee Rules

Changes in Existing Fee Rules. Since all fee rules expired upon sine die, there is no existing rule available to amend. Therefore, only a clean version of the rule chapter is able to be presented to the Legislature in January 2021. In some cases, fee rules were modified based on public comment, or to implement Executive Order [2020-13](#), among other reasons. Given the unprecedented volume, all edits are incorporated within a single docket and presented as a clean fee rule chapter. There are several ways that legislators may view previous rules for comparison purposes:

- An [archive of any rule](#) since 1996 is available on the DFM website. This allows legislators to see the evolution of a rule over time.
- The Legislative Services Office analyzes all proposed rules. You can find their analysis of proposed rules which, in some cases, may discuss changes to rules between sine die and the proposed rules. These may be found on the [Legislature's website](#).
- Changes made between the proposed and pending rule stages were noted in the [November 18th](#) bulletin where applicable.

Process for Approving/Extending Rules. Below, you will find a brief description on legislative actions and outcomes regarding the rules review process and contents of the Legislative Rules Review Books:

- Pending Fee Rules must be affirmatively approved by both bodies via adoption of concurrent resolution to become final.
- Temporary Rules must be affirmatively approved by both bodies via adoption of concurrent resolution to be extended.
- Pending Rules become final and effective sine die unless rejected, in whole or in part, via concurrent resolution adopted by both bodies.
 - Pending rules may be approved, in whole or in part, or rejected if determined to be inconsistent with legislative intent of the governing statute.
 - If rejected, new or amended language must be identified at a numerical or alphabetical designation within the rule and specified in the concurrent resolution.
- A link to LSO's proposed rule analysis is provided at the beginning of each docket and includes any required supporting documentation (e.g. Cost Benefit Analysis (CBA), Incorporation By Reference Synopsis (IBRS)) as part of the analysis.
- All 2021 review books can be accessed on the DFM website [here](#).

Contact Information. If questions arise during the rules review process, please do not hesitate to contact the Rules Coordinator, Brad Hunt: Brad.Hunt@dfm.idaho.gov; 208-854-3096.

SENATE JUDICIARY & RULES COMMITTEE

ADMINISTRATIVE RULES REVIEW

Table of Contents

2021 Legislative Session

IDAPA 50 – COMMISSION OF PARDONS AND PAROLE

50.01.01 – Rules of the Commission of Pardons and Parole

Docket No. 50-0101-20014

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

**61.01.01 – Rules Governing Training Requirements for Defending Attorneys
and the Administration of Training Funds**

Docket No. 61-0101-2001 (Chapter Repeal)10

61.01.01 – General Provisions and Definitions

Docket No. 61-0101-2002 (New Chapter)13

**61.01.02 – Rules Governing Uniform Data Reporting Requirements and Forms
for Defending Attorney Annual Reports**

Docket No. 61-0102-2001 (Chapter Repeal)18

61.01.02 – Requirements and Procedures for Representing Indigent Persons

Docket No. 61-0102-2002 (New Chapter)21

**61.01.03 – Rules Governing Contracts and Core Requirements for Contracts Between
Counties and Private Attorneys for the Provision of Indigent Defense Services**

Docket No. 61-0103-2001 (Chapter Repeal)35

61.01.03 – Records, Reporting, and Review

Docket No. 61-0103-2002 (New Chapter)38

**61.01.04 – Rules Governing Procedures and Forms for the Application and Disbursement of
Indigent Defense Financial Assistance**

Docket No. 61-0104-2001 (Chapter Repeal)44

61.01.04 – Financial Assistance and Training Resources

Docket No. 61-0104-2002 (New Chapter)47

**61.01.06 – Rules Governing Procedures for the Oversight, Implementation, Enforcement,
and Modification of Indigent Defense Standards**

Docket No. 61-0106-2001 (Chapter Repeal)52

**61.01.07 – Rules Governing Standards for Defending Attorneys that Utilize
Idaho’s Principles of an Indigent Defense Delivery System**

Docket No. 61-0107-2001 (Chapter Repeal)55

**61.01.08 – Rules Governing the Administration of Idaho’s Indigent Defense Delivery System
– Rule Definitions**

Docket No. 61-0108-2001 (Chapter Repeal)58

IDAPA 50 – COMMISSION OF PARDONS AND PAROLE
50.01.01 – RULES OF THE COMMISSION OF PARDONS AND PAROLE
DOCKET NO. 50-0101-2001
NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Sections 20-223; 20-210A(3); Section 20-223(1)-(5); Section 20-224(2); Section 20-240A(4); Section 20-240B(5) Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change.

There are no changes to the pending rule and it is being adopted as originally proposed. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 97-101](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: N/A

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning this pending rule, contact Mary Schoeler (208) 334-2520.

Dated this 29th day of October, 2020.

Ashley Dowell
Executive Director
Commission of Pardons and Parole
3056 Elder Street
Boise, ID 83705
Phone: (208) 334-2520
Fax: (208) 334-3501

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Sections 20-223, 20-210A(3); 20-223(1)-(5); 20-224(2); 20-240A(4); and 20-240B(5), Idaho Code.

PUBLIC HEARING SCHEDULE: Public hearing(s) concerning this rulemaking will be scheduled if requested in writing by twenty-five (25) persons, a political subdivision, or an agency, not later than October 21, 2020.

The hearing site(s) will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking:

150.03 Service of Process on Commissioners or Commission Staff

All service of summons, complaints, subpoenas and other legal process for any cause of action arising from or related to the actions, duties or employment of the Commission or any employee of the Commission, shall be made upon the deputy attorneys general assigned to the Commission in the manner and form required by state and federal rules of procedure.

500.01.d Self-Initiated Parole Reconsideration.

Removal of the text in Subsection 500.01(d) “unless otherwise stated by the Commission. The Commission will not consider SIPR petitions for offenders with a scheduled hearing in the next three (3) years,” a requirement added at sine die that have proven to be overly burdensome.

Additional stricken text is shown as follows, as this rule had a corresponding temporary rule that took effect ([Vol. 20-3, March 4, 2020, pages 13 through 17](#)) prior to this chapter becoming final before the 2020 regular legislature.

As offsets to the added language, the Commission is removing the definition of Reprieve as the language is outdated; removing Section 106, “Individual Polling of Commissioners,” as this is potentially contrary to the open meeting requirements; and removing Subsection 150.02(b), regarding staff professionalism.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year resulting from this rulemaking: N/A

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(2), Idaho Code, negotiated rulemaking was not conducted because this rule is for the privacy and protection of Commissioners and Commission staff from receiving service of process at their residential homes.

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Mary Schoeler at (208) 334-2520. Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before October 28, 2020.

Dated this 1st day of October, 2020.

THE FOLLOWING IS THE TEXT OF DOCKET NO. 50-0101-2001

010. DEFINITIONS.

- 01. Absconder.** An offender who has fled supervision, whose whereabouts are unknown, and for whom a warrant for a violation of supervision has been issued or requested. (3-21-18)
- 02. Case Manager.** For purposes of reference, the case manager is an Idaho Department of Correction employee who is involved with assisting offenders regarding their problems, needs, and adjustments. Such case manager may have the title of psycho-social rehabilitation specialist, counselor, social worker, psych-tech, or clinician. (3-20-20)
- 03. Commission.** The Idaho Commission of Pardons and Parole. (4-11-15)
- 04. Commission Warrant.** Warrant of arrest for alleged parole violation issued by the Executive Director or a Commissioner. This warrant is a non-bondable warrant. (3-23-98)
- 05. Commissioner.** A member of the Commission who is appointed by the Governor to carry out decision-making functions regarding parole, parole revocations, pardons, commutations, remission of fines, and firearm rights restoration. (3-21-18)
- 06. Commutation.** Clemency powers granted to the Commission, or the Governor, or both, which allow for a sentence to be modified, including a final discharge from the remaining period of parole. (3-20-20)
- 07. Concurrent Sentence.** Sentence served at the same time as another. (3-23-98)
- 08. Conditions of Parole.** Conditions under which an offender is released to parole supervision. (4-11-15)
- 09. Confidential.** Privileged from disclosure. (3-23-98)
- 10. Consecutive Sentence.** Sentence served upon completion of another sentence or before beginning another sentence. (3-23-98)
- 11. Decision.** A determination arrived at after consideration, a conclusion. (3-23-98)
- 12. Detainer.** A document authorizing the detention of an offender in custody for a new felony crime or parole violation. Offender may be housed in a county jail or a correctional institution in state or out of state. (4-11-15)
- 13. Determinate Sentence.** Fixed portion of the sentence. During this time period an offender is not eligible for release on parole. (4-11-15)
- 14. Dispositional Hearing.** A hearing held before the Commissioners to render a decision whether to reinstate, modify, or revoke parole. (3-20-20)
- 15. DOR.** Disciplinary Offense Report. A report describing rule violations, behavioral issues, or both, committed by an offender while incarcerated. (4-11-15)
- 16. Escape.** Flight from confinement. (3-23-98)
- 17. Executive Session.** Any meeting or part of a meeting of the Commission that is closed to the public for deliberation on certain matters, as set forth in Section 20-213A, Idaho Code. (4-11-15)
- 18. File or Case Review.** Review of central file, Commission file, and/or additional information submitted, without testimony or interview of offender or parolee. (4-11-15)

19. **Full Term Release Date.** The date an offender completes the term of sentence. (3-20-20)
20. **Hearing.** The opportunity to be interviewed by the Commission, a Commissioner, or other designated Commission staff. (4-11-15)
21. **Hearing Officer.** An impartial person employed by the Commission and selected by the Executive Director to conduct an interview and take testimony from an offender regarding offender's history, criminal record, social history, present condition of offender, and offense. (4-11-15)
22. **Hearing Session.** A series of hearings conducted by the Commission. (3-23-98)
23. **Indeterminate Sentence.** Portion of sentence following the determinate sentence, during which time an offender is eligible for release on parole. (4-11-15)
24. **Member or Members.** A member of the Commission, Commissioner, or Commissioners. (3-21-18)
25. **NCIC.** National Crime Information Center. (3-23-98)
26. **Non-Technical Violation.** Violation of parole by absconding or the commission of, and conviction for, a felony or misdemeanor offense. (3-20-20)
27. **Offender.** A person under the legal care, custody, supervision, or authority of the board of correction, including a person within or outside Idaho pursuant to agreement with another state or contractor. (3-20-20)
28. **On-Site Parole Violation Hearing.** Parole violation hearing to determine guilt or innocence of the alleged parole violator, which must be held reasonably near the site of the alleged violation(s). (3-21-18)
29. **Open Parole Date.** Tentative parole granted without setting an actual tentative release date and subject to release by Commission authorization; offender's parole eligibility date has passed when a tentative parole date is granted. A tentative parole date will become an open parole date if the tentative parole date passes without the offender being released to an acceptable plan on the specific date. (4-11-15)
30. **Pardon.** Clemency powers granted to the Commission or the Governor that allows the applicant to be released from the consequences of conviction of a crime and restores the applicant's civil rights. (3-21-18)
31. **Parole.** Conditional release from a penal institution under a contractual agreement between the Commission of Pardons and Parole and offender. Parole is not a right, but is a matter of grace. (4-11-15)
32. **Parole Eligibility Date.** The earliest date that an offender may be eligible for parole release, which coincides with the date that the indeterminate portion of the offender's sentence begins. In the event there are multiple sentences, the sentence having the latest indeterminate begin date will be used as the offender's parole eligibility date. (4-11-15)
33. **Parole Hearing Interview.** An interview conducted by a hearing officer for the purpose of gathering information and testimony from the offender regarding the offender's history, criminal record, social history, present condition, instant offense, and other factors, when the offender is scheduled for a forthcoming parole consideration hearing. (4-11-15)
34. **Parole Violation Hearing.** A fact-finding hearing conducted by a hearing officer to determine a parolee's guilt or innocence of alleged violations of parole. The hearings are conducted for both technical and non-technical violations, and may be held on-site, or at a location as determined by the Executive Director or the hearing officer. (3-21-18)
35. **Parolee.** Offender being supervised on parole. (4-11-15)

36. Preliminary Hearing. A hearing conducted by an objective representative of the supervising authority or an individual appointed by the Executive Director to determine if there is probable cause to believe the alleged violations of the parole contract occurred. (3-21-18)

~~37. **Reprive.** Temporary suspension of the execution of sentence; delay a punishment. (3-23-98)~~

~~38.~~ **Risk Assessment.** Validated tool developed to determine risk of recidivating based on offender criminogenic needs. (4-11-15)

~~39.~~ **Self-Initiated Parole Reconsideration (SIPR).** A process in which an offender may request reconsideration of the last decision of the Commission. (3-20-20)

~~40.~~**39 Session.** See “Hearing Session.” (4-11-15)

~~41.~~ **Supervising Authority.** The agency responsible for community supervision of parolees which is Idaho Department of Correction. (3-21-18)

~~42.~~**41. Technical Violation.** Violation of parole by not conforming to conditions of parole, but not to include absconding or a new criminal conviction. (3-8-16)

(BREAK IN CONTINUITY OF SECTIONS)

~~106. **INDIVIDUAL POLLING OF THE COMMISSION. (RESERVED)**
The executive director may conduct an individual poll of the commission to obtain a majority vote regarding a case or business matter in which a decision must be made prior to the next session or meeting. (3-23-98)~~

(BREAK IN CONTINUITY OF SECTIONS)

150. COMMISSION AND STAFF.

01. Commission Members. The Commission is composed of seven (7) members. (3-20-20)

02. Commission Staff. The Commission has delegated to the Executive Director the authority to approve recommended conditions of parole following the hearing process, issue Commission warrants, issue parole release documents, and all other official documents pertaining, but not limited to paroles, commutations, pardons, firearms rights restoration, and remissions of fines. (3-21-18)

a. The Executive Director assumes all authority and duties as may be delegated by the Commission and the governor. (3-30-01)

~~**b.** The Commission, the Executive Director, and all staff will maintain professional integrity in all matters of Commission business. (3-23-98)~~

03. Service of Process on Commissioners or Commission Staff. All service of summons, complaints, subpoenas and other legal process for any cause of action arising from or related to the actions, duties or employment of the Commission or any employee of the Commission, shall be made upon the deputy attorneys general assigned to the Commission in the manner and form required by state and federal rules of procedure. ()

(BREAK IN CONTINUITY OF SECTIONS)

500. SELF-INITIATED PAROLE RECONSIDERATION.

- 01. Petition.** An incarcerated offender making a request for reconsideration of parole denial must initiate the process by submitting an application. (3-20-20)
- a.** The only acceptable form is the one provided by the Commission, and it must be signed by the offender and case manager. (3-20-20)
- b.** The petition must be typed and completed correctly, per the instructions on the form, or it will not be considered. (3-21-18)
- c.** The petition must state the reason reconsideration is requested and the circumstances that have changed since the last hearing. The offender must have had no disciplinary issues in the year prior to submitted the petition. (3-20-20)
- d.** The Commission will consider one (1) application from the offender who was denied parole one (1) year after the denial of parole. After the initial SIPR is heard, the Commission will consider applications once per year from the date of the initial SIPR denial ~~unless otherwise stated by the Commission. The Commission will not consider SIPR petition for offenders with a scheduled hearing in the next three (3) years.~~ (3-20-20) ()
- e.** Petitions must be received no later than the first day of the month prior to the next month's hearing session. (3-8-16)
- f.** Review or deliberation on the petition by the Commission will be conducted in executive session. (3-23-98)
- g.** Any petition may be continued for additional information or for further consideration. (3-23-98)
- h.** The petitioner will be sent written notice of the decision. (3-23-98)
- i.** The petition is limited to four (4) pages; the petition will not be considered if the petition exceeds this number. (3-21-18)
- 02. Hearing.** The scheduling of a hearing is at the complete discretion of the Commission. (3-23-98)

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.01 – RULES GOVERNING TRAINING REQUIREMENTS FOR DEFENDING ATTORNEYS AND THE ADMINISTRATION OF TRAINING FUNDS

DOCKET NO. 61-0101-2001 (CHAPTER REPEAL)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change. The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

There are no changes to the pending rule and it is being adopted as originally proposed. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 110-111](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

https://us02web.zoom.us/join/zoom/register/tZckdeirqDwjH9Ar2WAgbaMMN6yhxd_FAWJB

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking:

This rule should have no fiscal impact.

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

IDAPA 61.01.01 IS BEING REPEALED IN ITS ENTIRETY

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.01 – GENERAL PROVISIONS AND DEFINITIONS

DOCKET NO. 61-0101-2002 (NEW CHAPTER)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change:

This rule updates general information and the terms and their definitions applicable to all chapters. Five definitions contain clarifying changes in response to public comment and to reflect changes to other parts of the pending rules.

The text of the pending rule has been amended in accordance with Section 67-5227, Idaho Code. Only those sections that have changes that differ from the proposed text are printed in this bulletin. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 112-115](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

Dated this 21st day of August, 2020.

Red italicized text indicates amendments between the proposed and pending rule.

THE FOLLOWING IS THE TEXT OF DOCKET NO. 61-0101-2002

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.01 – GENERAL PROVISIONS AND DEFINITIONS

000. LEGAL AUTHORITY.

This chapter is adopted under the legal authority of Section 19-850(1)(a), Idaho Code. ()

001. TITLE AND SCOPE.

This chapter is titled “General Provisions and Definitions,” and contains general provisions and definitions applicable to IDAPA 61. ()

002. ADMINISTRATIVE APPEALS.

01. Intermediate Administrative Appeal Procedure. Except as set forth herein, IDAPA 04.11.01, “Idaho Rules of Administrative Procedure of the Attorney General,” shall apply to IDAPA 61. ()

02. Confidential Information Exempt From Public Records. Documents containing confidential information and submitted in any administrative proceeding must be redacted or filed under seal. ()

003. FILING OF DOCUMENTS.

Unless otherwise set forth in a Notice of Rulemaking or Order of the Commission or Executive Director, all written communications and documents that are intended to be part of an official record for decision in a rulemaking or contested case must be filed with the Executive Director. No copies in addition to the original document need be filed with the agency unless requested by the Executive Director or Commission. ()

004. – 009. (RESERVED)

010. DEFINITIONS.

01. Active Case. A Capital Case is active when it is not stayed. All other Cases are active when there is an appointment, appearance, filing or investigation in the reporting period or it is not stayed. ()

02. Annual Report. The Defending Attorney report required by Section 19-864, Idaho Code, including CLEs, Caseloads, Workloads and other information requested for the October 1 through September 30 reporting period to complete the Annual Report form provided by PDC Staff. ()

03. Capital Case. A case in which the state has given notice it will seek the death penalty or is legally entitled to seek the death penalty under Section 18-4004A, Idaho Code. ()

- 04. Capital Defending Attorney.** A Defending Attorney who meets the qualifications for and is on the Capital Defending Attorney Roster. ()
- 05. Capital Defending Attorney Roster.** The PDC’s list of Defending Attorneys eligible for appointment by a court to represent an Indigent Person *at public expense* in a Capital Case. ()
- 06. Case.** All related charges against an individual from a single incident, transaction or occurrence filed within a single case number. A probation violation or motion for contempt is counted as a separate Case. ()
- 07. Caseload.** A Defending Attorney’s total number of Active Cases during the applicable reporting period as counted under IDAPA 61.01.02, “Requirements and Procedures for Representing Indigent Persons,” Paragraph 060.05.c. A county’s total Caseload to determine compliance with Workload rules is calculated as the mean of the Felony Case Equivalent calculation for each of the preceding three (3) years. ()
- 08. Compliance Plan.** A county’s plan for meeting Public Defense Rules and curing any Deficiencies including detailed action items and completion dates. ()
- 09. Cost Analysis.** A detailed explanation of the expected expenses for the county to complete its Compliance Plan and how the county is proposing to pay for those expenses. ()
- 10. Defending Attorney.** Any attorney employed by a county or under contract with a county as an institutional Defending Attorney or a contract Defending Attorney *or otherwise appointed by a Court* to represent adults or juveniles at public expense. ()
- 11. Defending Attorney Roster.** The PDC’s list of Defending Attorneys eligible for appointment by a court to represent an Indigent Person *at public expense* in a non-capital Case. ()
- 12. Deficiency.** The noncompliance with any Public Defense Rule by a county, Defending Attorney, employee, contractor, representative or other agent. ()
- 13. Executive Director.** PDC employee appointed by the Commission under Section 19-850(2)(a), Idaho Code. ()
- 14. Felony Case Equivalent (FCE).** The calculation after all Case types are converted to their felony equivalent to determine compliance with Caseload rules. ()
- 15. Financial Assistance.** The state funding a county may request and may be awarded under Section 19-862A, Idaho Code. ()
- 16. Indigent Person.** A person who, at the time his need is determined under Section 19-854, Idaho Code, is unable to provide for the full payment of a Defending Attorney and all other necessary expenses of representation. ()
- 17. Initial Appearance.** The first appearance of the defendant before any judge. In the event a defendant appears before more than one judge, the first appearance before the first judge constitutes the Initial Appearance. ()
- 18. Material.** An action or failure to act that could have an immediate and significant negative impact on the effective representation of Indigent Persons or result in the misuse of state funds. ()
- 19. PDC.** The Idaho State Public Defense Commission including PDC Staff and the Commission. *Information reported to the PDC will be reported using available PDC forms.* ()
- 20. PDC Staff.** Employees of the Commission who report to the Executive Director. References to PDC Staff include the Executive Director unless otherwise specified. ()
- 21. Public Defense Rules.** Any rule promulgated by the Commission under Section 19- 850(1)(a),

Idaho Code. ()

22. Vertical Representation. *A Defending Attorney appointed to represent an Indigent Person shall, to the extent reasonably practicable, continuously and personally oversee the representation of the client's case through trial proceedings and preservation of right to appeal. For purposes of this definition reasonably practicable means a Defending Attorney will make all efforts to personally represent the client during all substantive proceedings where the facts of the case are discussed by counsel or the Court, including but not limited to advising the Court of any conflict at the time of setting, providing accurate unavailable dates and in the case of unforeseen absences, filing a motion or stipulation to continue.* ()

23. Willful. An action or failure to act that is deliberate and with knowledge. ()

24. Workload. A Defending Attorney's Caseload adjusted to account for available support staff, Case complexity, and distribution through the reporting year and other duties such as supervision. ()

011. – 999. (RESERVED)

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.02 – RULES GOVERNING UNIFORM DATA REPORTING REQUIREMENTS AND FORMS FOR DEFENDING ATTORNEY ANNUAL REPORTS

DOCKET NO. 61-0102-2001 (CHAPTER REPEAL)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change. The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

There are no changes to the pending rule and it is being adopted as originally proposed. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 116-117](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

https://us02web.zoom.us/meeting/register/tZckdeirqDwjH9Ar2WAgbaMMN6yhxd_FAWJB

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking:

This rule should have no fiscal impact.

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

IDAPA 61.01.02 IS BEING REPEALED IN ITS ENTIRETY

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.02 – REQUIREMENTS AND PROCEDURES FOR REPRESENTING INDIGENT PERSONS

DOCKET NO. 61-0102-2002 (NEW CHAPTER)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change:

This rule simplifies and clarifies requirements counties and attorneys must meet for public defense. This rule consolidates information previously spread across chapters and resolves some duplication and inconsistencies. In response to public comment, the pending rule contains additional references to Idaho Code, changes in language reflecting statute, clarification and word choice preferences, the addition of an option for the Court to appoint attorneys who are not on the Defending Attorney Roster, the deletion of the requirement for the Court to verify an attorney's contract/employment status, the addition of a post-hearing deprivation provision for attorneys removed from the Defending Attorney Roster for non-emergency reasons and related shortened timeframe for appeal, and edits related to these changes.

The text of the pending rule has been amended in accordance with Section 67-5227, Idaho Code. Only those sections that have changes that differ from the proposed text are printed in this bulletin. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 118-129](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

https://us02web.zoom.us/join/zoom/register/tZckdeirqDwjH9Ar2WAgbaMMN6yhx_d_FAWJB

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: This rule simplifies and clarifies requirements counties and attorneys must meet for public defense. This rule consolidates information previously spread across chapters and resolves some duplication and inconsistencies.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking:

The rewrite of existing rules has no fiscal impact on either the State or the stakeholders. The rules negotiation of independence and resources equity have carried over from last year and we have implemented suggested changes made during the past two years. The PDC has worked with stakeholders to implement the general principles of the rules being negotiated this year. The financial assistance to improve public defense and meet workload limits have already improved resource equity and we anticipate the PDC will be able to cover additional costs using funds that would otherwise be reverted.

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

Red italicized text indicates amendments between the proposed and pending rule.

THE FOLLOWING IS THE TEXT OF DOCKET NO. 61-0102-2002

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.02 – REQUIREMENTS AND PROCEDURES FOR REPRESENTING INDIGENT PERSONS

000. LEGAL AUTHORITY.

This chapter is adopted under the legal authority of Section 19-850(1)(a), Idaho Code. ()

001. TITLE AND SCOPE.

This chapter is titled “Requirements and Procedures for Representing Indigent Persons” and contains the minimum requirements for representation of Indigent Persons. ()

002. – 009. (RESERVED)

010. DEFINITIONS.

For the purposes of this chapter, the definitions in IDAPA 61.01.01, “General Provisions and Definitions,” apply. ()

011. – 019. (RESERVED)

020. COUNTIES TO ADEQUATELY RESOURCE PUBLIC DEFENSE TO ENSURE EFFECTIVE REPRESENTATION IS PROVIDED TO INDIGENT PERSONS AS PROVIDED IN SECTIONS 19-860(2), 19-861(2)-(3), 19-862(1) AND 19-862A(1), (2) AND (8), IDAHO CODE.

Counties shall ensure effective representation is provided to Indigent Persons by adequately resourcing public defense as follows: ()

01. Supported Defense Model. *Annually appropriate enough money to fund the public defense model selected under Section 19-859, Idaho Code:* ()

a. Employ or contract *with attorneys to provide public defense services* from the Defending Attorney Roster or require the attorney to apply for the Roster under Subsection 070.03 of these rules; ()

b. Employ or contract with qualified staff and contractors with professional certificates, licenses and permissions as required by applicable rules and laws; and ()

c. *Provide resources for compliance with Public Defense Rules.* ()

02. Defending Attorney Resources. *Provide Defending Attorneys with resources for carrying out the Defending Attorney’s responsibilities, including:* ()

a. Confidential office, jail and courthouse meeting rooms *to protect client confidentiality;* ()

b. Confidential servers and systems *to protect client confidentiality;* ()

c. *Sufficient equipment, technology, supplies; and* ()

d. Other resources needed to provide *constitutional* representation. ()

03. Contracting. Counties and contract Defending Attorneys will enter into a contract for public defense services as required by Section 19-859, Idaho Code, which must include the following core terms: ()

a. All parties will comply with Public Defense Rules; ()

b. Description of services and Case types included in the contract; ()

c. Prohibition of a single fixed fee for services and expenses; ()

d. Fee structure and amount for services; ()

e. The county will pay client related expenses and costs; ()

f. Defending Attorney will safeguard and retain case files and records as necessary to protect Indigent Persons, and, at termination of their contract, transfer files to the successor contract Defending Attorney; proper safeguards will be put in place to ensure no file is transferred to an attorney who may have a conflict; ()

g. All parties keep detailed records of their public defense services and expenditures; ()

h. Defending Attorney will notify the county *and the lead institutional or primary contracting Defending Attorney, as applicable,* if the Idaho State Bar or other licensing organization files formal charges against a Defending Attorney or non-attorney staff; and ()

i. Authorization for and disclosure of the contract to the PDC. ()

04. Communication. The County will frequently meet with the lead institutional or primary contracting Defending Attorneys who are the main providers of public defense services about the following: ()

a. Review compliance with Public Defense Rules, including monitoring Workloads and Vertical Representation; and ()

b. Review county budget and expenditures for sufficient allocation of public defense resources and assess need for Financial Assistance. ()

021. – 029. (RESERVED)

030. PUBLIC DEFENSE INDEPENDENT OF POLITICAL AND JUDICIAL INFLUENCE.

Counties will ensure public defense is independent of political and *to the extent possible*, judicial influence, *provided however, the judiciary is encouraged to contribute information and advice concerning the delivery of public defense services.* ()

01. No Judicial, Political or Conflict Influences. The county's selection and retention of Defending Attorneys will not involve conflicts of interest. ()

02. Independent Committees. ()

a. The county will use an independent committee from within the county or region for recommendations to the Board of County Commissioners for the selection of the lead institutional Defending Attorney or primary contracting Defending Attorneys as the main providers of public defense services as set forth in Sections 19-859 and 19-860(2), Idaho Code; and ()

b. Each judicial district will establish an independent committee of one (1) attorney *for each county* who practices public defense in or who is familiar or will become familiar with public defense in the county and who is not a Defending Attorney for the appointing county and who is not a prosecutor, to act as a liaison in independence issues between Defending Attorneys and county stakeholders. The Administrative District Judge (ADJ) or Trial Court Administrator (TCA) will identify the members of the committee for their District, and if the ADJ or TCA does not, the Commission will identify committee members. ()

c. Information about an attorney's fitness to represent Indigent Persons is confidential and exempt from Public Records Act under Section 74-105(18)(a), Idaho Code. ()

03. Independent Advocate. *A Defending Attorney exercising their professional or ethical obligations or advocating for policies supporting constitutional representation of Indigent Persons is not cause for discipline or termination. Nothing in this Subsection 030.03 is intended to prohibit the discipline or termination of a Defending Attorney who has violated county employment policy or Idaho Rules of Professional Conduct.* ()

04. Independence. The county will limit prosecutor involvement in public defense matters that may jeopardize the independence of any Defending Attorney or undermine the delivery of public defense. ()

05. Independent Contract Review. The county should engage independent legal counsel to negotiate Defending Attorney Contracts. ()

031. – 039. (RESERVED)

040. COUNTIES TO PROVIDE CONSISTENT RESOURCES FOR PUBLIC DEFENSE.

Counties will provide adequate and equitable resources for public defense consistent with a properly funded prosecutor *as provided in Sections 19-860(1), 19-861(3) and 19-850(1)(a)(vii)7, Idaho Code.* ()

01. Staff and Facilities. Defending Attorneys and prosecutors will have equal access to quality staff and facilities. ()

02. Pay. Defending Attorneys and their staff will receive similar compensation as a properly funded prosecutor and staff with similar experience. ()

03. Other Resources. Defending Attorneys and the prosecutor will have equal access to resources necessary for legal representation. This includes but is not limited to the independent investigation and evaluation of evidence. ()

04. Equity Review. The county will frequently review and assess equity between, and resource needs of, Defending Attorneys and prosecutors. ()

05. Budget for Equity. The county will frequently review resource needs with Defending Attorney ()

and adequately budget to meet those needs. ()

041. – 049. (RESERVED)

050. COURT APPOINTMENT OF COMPETENT DEFENDING ATTORNEYS.

Courts will appoint *Defending Attorneys* who are competent to represent *Indigent Persons* as provided in Sections 19-855 and 19-850(1)(a)(vi), *Idaho Code*, and Subsection 060 of these rules. ()

01. Appointment in Non-Capital Cases. ()

a. Courts will appoint a *Defending Attorney* from the *Defending Attorney Roster* except in extraordinary circumstances where the Court: ()

i. Finds there is good cause to appoint an attorney at public expense who is not on the Roster; ()

ii. Finds the attorney is competent to represent the *Indigent Person* in the particular case; and ()

iii. Directs the appointed attorney to notify the PDC of the appointment. ()

b. Every attorney appointed under this Subsection 050.01 to represent an *Indigent Person* at public expense must comply with Subsection 060 of these rules. ()

02. Appointment in Capital Cases. ()

a. In Capital Cases, Courts will: ()

i. Appoint a *Defending Attorney* from the *Capital Defending Attorney Roster* to represent an *Indigent Person* at public expense; ()

ii. Assess the *Defending Attorney's* Workload to ensure compliance with the *Public Defense Rules*; ()

b. At or before the Initial Appearance in a Capital Case, appoint no less than two (2) qualified *Capital Defending Attorneys*, one (1) designated lead and the other(s) as co-counsel. ()

03. Conflicts of Interest. A Court shall not appoint a *Defending Attorney* to any case with a conflict of interest in that case. ()

051. – 059. (RESERVED)

060. DEFENDING ATTORNEY MINIMUM REQUIREMENTS.

Defending Attorneys shall meet the following minimum requirements for providing effective representation to *Indigent Persons* as provided in Sections 19-855, 19-860(2), 19-850(1)(a)(vi) and 19-850(1)(a)(v)(ii)5 and 8, *Idaho Code*. ()

01. Idaho State License, Defending Attorney Roster, and County Employment or Contract Requirements: ()

a. Licensed to practice law in Idaho and in compliance with Idaho State Bar rules; ()

b. Member of the *Defending Attorney Roster*, except as provided in Subsection 050 of these rules; ()

c. Employed or under contract to provide public defense services to a county; and ()

d. If a Court attempts to appoint an attorney to represent an Indigent Person at public expense and the attorney does not meet one or more of the requirements in this Subsection 060.01, the attorney will immediately notify the Court. ()

02. Public Defense Competency. Be competent to counsel and represent Indigent Persons. ()

03. Qualifications. Have demonstrated ability, training, experience and understanding regarding representing Indigent Persons and do the following: ()

a. Apply laws, rules, procedures and practices to the case and perform thorough legal research and analysis; ()

b. Protect client confidentiality, and if breached, notify the client and any other entities when necessary to preserve the client's constitutional and statutory rights; ()

c. Ensure Vertical Representation from the time a Defending Attorney is appointed in each Case. Defending Attorneys who are unable to comply with this rule will notify their supervisor, Board of County Commissioners or the Court and request appropriate resources; ()

d. Dedicate sufficient time to each Case; ()

e. Promptly and independently investigate the Case; ()

f. Request funds as needed to retain an investigator; ()

g. Request the assistance of experts where it is reasonably necessary to prepare the defense and rebut the prosecution's case; ()

h. Continually evaluate the case for defense investigations or expert assistance; ()

i. Be present at the *Initial Appearance* and available to the Indigent Person in person or via technology, and: ()

i. Preserve the client's constitutional and statutory rights; ()

ii. Discuss the charges, case and potential and collateral consequences with the client; ()

iii. Obtain information relevant to Idaho Criminal Rule 46 (bail or release on own recognizance) and if appropriate, seek release; ()

iv. Encourage the entry of a not guilty plea at *Initial Appearance* except in extraordinary circumstances where a guilty plea is constitutionally appropriate; ()

j. Work within Caseload or Workload limits, defined in Subsection 060.05 of these rules. If a Defending Attorney's Caseload exceeds the numeric standard, the attorney must disclose this in the Annual Report. The Report must include the reasons for the excessive Caseload or Workload, and if and how the representation met constitutional standards; ()

k. Have sufficient time and private space to confidentially meet with Indigent Persons; ()

l. Have *confidential* and secure information systems *for* Indigent Person's confidential information; ()

m. Identify and resolve conflicts of interests in compliance with Idaho Rules of Professional Conduct (IRCP) and other applicable laws and rules; ()

n. Be familiar with and competent to identify or use: ()

- i. Forensic and scientific methods used in prosecution and defense; ()
- ii. Mental, psychological, medical, environmental issues and impacts; ()
- iii. Written and oral advocacy; ()
- iv. Motions practice to exhaust good faith procedural and substantive defenses; ()
- v. Evidence presentation and direct and cross examination; ()
- vi. Experts as consultants and witnesses and expert evidence; ()
- vii. Forensic investigations and evidence; ()
- viii. Mitigating factors and evidence; ()
- ix. Jury selection methods and procedures; ()
- x. Electronic filing, discovery and evidence and systems; ()
- xi. *Constitutional* representation; and ()
- xii. Understand their own professional limitations and seek the advice of experienced attorneys or decline appointments when necessary. ()

04. Additional Qualifications for Capital Cases. Capital Defending Attorneys must meet the following additional requirements: ()

a. Have advanced familiarity and competence with the above minimum requirements for Defending Attorneys; and ()

b. Have knowledge and experience in the following: ()

i. Capital laws, rules, procedures and practices; ()

ii. Capital mitigation; ()

iii. Use of mental health evaluations and evidence; ()

iv. Managing and litigating complex cases; ()

v. Assembling and leading a trial team; ()

vi. Capital jury selection methods and procedures; and ()

vii. Qualifications meeting or exceeding the American Bar Association Guidelines for the Appointment and Performance of Defense Counsel in Death Penalty Cases to extent they do not conflict with Idaho law; ()

c. Lead trial Defending Attorney in Capital Cases will meet or exceed the following experience levels: ()

i. Active trial practitioner with no less than ten (10) years in criminal defense litigation; ()

ii. Lead counsel in no less than ten (10) felony jury trial tried to verdict; and ()

iii. Lead or co-counsel in no less than one (1) Capital Case tried to verdict or capital sentencing;

- ()
- d.** Trial co-counsel Defending Attorney in Capital Cases who are not qualified as lead trial counsel will meet or exceed the following experience levels: ()
- i. Active trial practitioner with no less than five (5) years in criminal defense litigation *and one (1) of the following:* ()
- ii. Lead counsel in no less than five (5) felony jury trial tried to verdict; *or* ()
- iii. Lead or co-counsel in no less than one (1) Capital Case tried to verdict or capital sentencing; ()
- e.** Lead appellate/post-conviction Defending Attorney in Capital Cases will meet or exceed the following experience levels: ()
- i. Active appellate/post-conviction attorney with no less than ten (10) years in criminal defense litigation; and ()
- ii. Lead counsel in no less than one (1) Capital or federal capital habeas corpus Case; ()
- f.** Appellate/post-conviction co-counsel in Capital Cases who are not qualified as lead appellate or lead post-conviction counsel will meet or exceed the following experience levels: ()
- i. Active appellate and post-conviction practitioner with no less than five (5) years in criminal defense litigation; and ()
- ii. Attorney in no less than one (1) *felony appeal with appellate argument, or if tried to evidentiary hearing either a post-conviction or federal habeas corpus Case;* ()
- g.** Lead *trial or* appellate/post-conviction counsel who do not meet the numeric years of practice or numeric number of trials/cases will meet the following alternate requirements: ()
- i. Meet all the other minimum requirements to ensure their abilities, training, and experience are appropriate given the nature and complexity of a Capital Case, and ()
- ii. Demonstrate they are qualified to provide lead trial representation or appellate and post-conviction representation in a Capital Case, as applicable, despite their years in practice and trials/cases handled; ()
- h.** Minimum requirements for Capital Case defense teams: ()
- i. At least two (2) qualified Capital Defending Attorneys, one (1) designated lead and the other or others as co-counsel, appointed at or before the Initial Appearance; ()
- ii. Immediate assembly of a team by Capital Defending Attorneys consisting of no less than the following: ()
- (1) Fact investigator; ()
- (2) Mitigation specialist; ()
- (3) Person trained and professionally qualified to screen for mental and psychological screenings; and ()
- (4) Other persons needed to provide effective and zealous representation; and ()
- (5) Require ongoing training and compliance with standards. ()

05. Caseloads and Workloads. Defending Attorneys will have Caseloads and Workloads that are appropriately sized to permit effective representation as follows: ()

a. Caseload standard. Maximum Caseloads by Active Case type shall not during the reporting period exceed: ()

i. Two (2) Capital Cases at a time; ()

ii. Two hundred ten (210) non-capital felony Cases; ()

iii. Five hundred twenty (520) misdemeanor Cases; ()

iv. Two hundred thirty-two (232) juvenile Cases; ()

v. One hundred five (105) child protection or parent representation Cases; ()

vi. Six hundred eight (608) civil contempt or mental health Cases; and ()

vii. Thirty-five (35) non-capital substantive appeal Cases. ()

viii. To determine maximum Caseloads for mixed Case types, add the percentage of the maximum Caseload for each category and the sum of those percentages is not to exceed one hundred percent (100%); and adjust the Caseload downward when the Case assignments are weighted toward more serious offenses, complex Cases, or those requiring significant expenditure of time and resources. ()

b. Maximum Caseloads will remain in effect until April 30, 2023, unless otherwise addressed by the Commission prior to that date. In the absence of a numerical Caseload rule, Defending Attorneys and counties should use the National Advisory Commission (NAC) Caseload limits recognized by the American Bar Association as a guideline for assessment. ()

c. Case Counting. ()

i. A felony Case is counted as follows: ()

(1) A Case filed as a felony is counted as one (1) felony, whether it is dismissed, remanded, pled, or tried to completion; ()

(2) A Case filed as a misdemeanor that is later amended to a felony is counted as a felony; ()

ii. A probation violation or motion for contempt is counted as a separate Case; ()

iii. A Case that is conflicted or consolidated is counted by the Defending Attorney assigned to the conflicted or consolidated Case and not counted by the initial Defending Attorney; ()

iv. A Case sent to a problem-solving court is counted once as initially filed as a felony, misdemeanor, or juvenile Case; ()

v. A Case is counted as a Capital Case if, in any part of the reporting period, the state is legally entitled to seek the death penalty under Section 18-4004A, Idaho Code; ()

vi. Post-judgment motions are not counted as a Case; ()

d. Defending Attorneys who are unable to comply with the Caseload rules will notify their supervisor, Board of County Commissioners or the Court and request appropriate resources. ()

e. Workloads. Caseloads maximums are based on the following considerations: ()

- i. Adequate support staff; ()
- ii. Cases of average complexity; ()
- iii. Reasonable distribution of Cases throughout the year; and ()
- iv. No supervisory duties; ()
- f. Defending Attorneys unable to comply with the Workload rules will notify their supervisor, Board of County Commissioners or the Court and request appropriate resources. ()

061. – 069. (RESERVED)

070. ATTORNEY ROSTERS REQUIREMENTS AND PROCEDURES.

- 01. Defending Attorney Roster.** ()
 - a. For inclusion on the Defending Attorney Roster, attorneys must: ()
 - i. Have an active license to practice law in Idaho; ()
 - ii. Attest they are in compliance with the Public Defense Rules or will comply with the Rules when appointed and representing an Indigent Person; ()
 - iii. New attorneys admitted to the Idaho State Bar within the previous year will name and be mentored by an experienced Defending Attorney on the Defending Attorney Roster; ()
 - iv. Have completed the minimum continuing legal education (“CLE”) requirements in Paragraph 090.03 of these rules within the previous year *or within the next sixty (60) days* of being placed on the Roster; ()
 - v. Have completed the Defending Attorney Roster application and authorization forms. ()
 - vi. Attorneys on the Defending Attorney Roster will complete Annual Reports as set forth in IDAPA 61.01.03, “Records, Reporting and Review,” Paragraph 020.01.a. Attorneys who at the time of inclusion on the Defending Attorney Roster are not under contract with a county will promptly provide PDC Staff notice and copy of any county contracts entered after inclusion. ()
 - b. *Attorneys who meet the requirements in Subsection 070.01.a. of these rules will be included and remain on the Defending Attorney Roster until they request removal or are removed for failing to comply with Public Defense Rules under written findings of the Executive Director;* ()
 - c. Continuing Eligibility. To remain on the Defending Attorney Roster attorneys must comply with the Public Defense Rules and: ()
 - i. Have completed the minimum CLE requirements under Subsection 090.03 of these rules; and ()
 - ii. Have completed an Annual Report. ()
- 02. Capital Defending Attorney Roster.** ()
 - a. For Inclusion on the Capital Defending Attorney Roster, a Defending Attorney must: ()
 - i. Meet minimum qualifications under Subsection 060.04 of these rules; and ()

ii. Have completed minimum CLE requirements under Paragraph 090.03.b. of these rules within two (2) years; ()

iii. Have completed Capital Defending Attorney Roster application and authorization forms. ()

b. PDC Staff or contractor investigates an applicant for initial inclusion on the Capital Defending Attorney Roster. The Commission appointed subcommittee reviews applications and PDC Staff reports and makes recommendations to the Commission. The Commission makes the final decision. ()

c. Continuing Eligibility. To remain on the Capital Defending Attorney Roster Defending Attorneys must comply with the Public Defense Rules and: ()

i. Have completed the minimum CLE requirements under Subsection 090.03 of these rules; and ()

ii. Have completed Capital Case reporting and authorization forms by November 1 every other year. ()

d. PDC Staff or contractor investigates continuing eligibility to remain on the Capital Defending Attorney Roster. The Commission appointed subcommittee reviews continuing eligibility and PDC Staff reports and makes recommendations to the Commission. The Commission makes the final decision. The Commission will remove attorneys who do not meet continuing eligibility requirements from the Capital Defense Roster. ()

03. Attorneys Engaged Prior to Roster Membership. Attorneys who are not on the *Defending Attorney Roster* at the time of employment or contract to provide *representation at public expense* must apply for Roster membership within thirty (30) days from the date of their employment or contract. *Except as provided in Subsection 050 of these rules*, attorneys who are not approved for inclusion on the applicable Roster are not eligible to represent Indigent Persons *at public expense*. ()

04. Confidentiality. Information about an attorney's fitness to represent Indigent Persons is confidential and exempt from the Public Records Act under Section 74-105(18)(a), Idaho Code. ()

071. – 079. (RESERVED)

080. REVIEW OF ROSTER DECISIONS.

01. Denial of Initial Inclusion on the Defending Attorney Roster. ()

a. An attorney may appeal a denial of initial inclusion on the Defending Attorney Roster by submitting a notice of appeal within *fourteen (14)* days of the date of the notice of denial. ()

b. The Commission will review a timely appeal and issue a final agency order affirming or reversing the *denial*, or take other action deemed appropriate by the Commission. ()

02. Denial of Initial Inclusion on the Capital Defending Attorney Roster. ()

a. A Defending Attorney may appeal a denial of initial inclusion on the Capital Defending Attorney Roster by submitting a notice of appeal within *fourteen (14)* days of the date of the notice of denial. ()

b. A hearing officer appointed by the Commission will review a timely appeal and issue a recommended order to the Commission. ()

c. The Commission will issue a final agency order adopting or rejecting the hearing officer's recommended order, or take other action deemed appropriate by the Commission. ()

03. Emergency Removal of an Attorney from the Defending Attorney Roster or Capital Defending Attorney Roster. ()

- a. To prevent or avoid immediate danger when: ()
 - i. An attorney's Idaho license to practice law is suspended; ()
 - ii. An attorney is disbarred in Idaho; ()
 - iii. An attorney's Idaho license status is inactive; or ()
 - iv. An attorney is convicted of a serious crime as defined in IRPC 501(p); ()
- b. The attorney will be removed by the Executive Director who will notify the attorney and Commission upon issuance of the *notice of removal* which will include a statement of the immediate danger and is effective immediately. ()
- c. An appeal of the removal under Subsection 080.03 of these rules, may be reviewed by the Commission in an emergency proceeding under Section 67-5247, Idaho Code; ()
- d. An attorney may appeal their emergency removal by submitting a notice of appeal and all supporting documentation within fourteen (14) days of the date of the Executive Director's *notice of removal*. ()
- e. The Commission will review a timely appeal and issue a decision within twenty-eight (28) days of receipt of timely filed notice and materials. ()
- f. The Commission may base its decision on a written record or elect to hold a hearing. ()

04. Removal of an Attorney from the Defending Attorney Roster or Capital Defending Attorney Roster for Other Reasons. ()

- a. An attorney removed from a Roster for reasons other than set forth in Subsection 080.03 of these rules, may appeal their removal by submitting a notice of appeal and all supporting documentation within *fourteen (14) days* of the Executive Director's order of removal. *A Defending Attorney will remain on the Roster pending resolution of the appeal. A Defending Attorney who fails to file a notice of appeal within fourteen (14) days will be immediately removed from the Roster.* ()
- b. The Commission will review a timely appeal and issue a final agency order affirming or reversing the Executive Director's decision, or take other action deemed appropriate by the Commission. ()

05. Confidentiality. Information about an attorney's fitness to represent Indigent Persons is confidential and exempt from Public Records Act under Section 74-105(18)(a), Idaho Code. ()

081. – 089. (RESERVED)

090. CONTINUING LEGAL EDUCATION.

Roster members must complete the minimum continuing public defense legal education requirements *as provided in Sections 19-850(1)(a)(vii)5 and 8, Idaho Code*, as follows. ()

- 01. Approval.** CLE credits that meet the requirements in Subsection 090.02 of these rules will count toward minimum requirements. *Courses that are not pre-approved by PDC Staff will not be approved in they do not meet these requirements.* ()
- 02. Idaho Law.** Legal education must directly relate to Idaho substantive or procedural law and the Defending Attorney's public defense practice to count toward minimum requirements, and will not be approved if not substantially related. ()
- 03. Minimum Number and Type of CLEs Required for Each Roster.** ()

a. Defending Attorney Roster – Minimum of seven (7) CLE credits *each county fiscal year (October 1 – September 30)*; ()

b. Capital Defending Attorney Roster – Minimum of twelve (12) CLE credits with at least ten (10) from a nationally recognized and well-established capital trial training program, every other *county fiscal year*. Attorneys on both Rosters may count capital CLE credits toward the seven (7) CLE credits. ()

c. Defending Attorneys with supervisory or management duties – *Minimum of two (2) CLE credits each county fiscal year in leadership skills, attorney management, or mentoring, which count toward the seven (7) CLE credits.* ()

091. – 999. (RESERVED)

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION
61.01.03 – RULES GOVERNING CONTRACTS AND CORE REQUIREMENTS
FOR CONTRACTS BETWEEN COUNTIES AND PRIVATE ATTORNEYS
FOR THE PROVISION OF INDIGENT DEFENSE SERVICES

DOCKET NO. 61-0103-2001 (CHAPTER REPEAL)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change. The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

There are no changes to the pending rule and it is being adopted as originally proposed. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 130-131](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

https://us02web.zoom.us/meeting/register/tZckdeirqDwjH9Ar2WAgbaMMN6yhxd_FAWJB

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking:

This rule should have no fiscal impact.

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

IDAPA 61.01.03 IS BEING REPEALED IN ITS ENTIRETY

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.03 – RECORDS, REPORTING, AND REVIEW

DOCKET NO. 61-0103-2002 (NEW CHAPTER)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change:

This rule simplifies and clarifies record keeping and reporting by counties and defending attorneys about public defense services and expenditures, and PDC's review of this information. This rule consolidates information previously spread across chapters and resolves some duplication and inconsistencies. In response to public comment, the pending rule contains additional references to Idaho Code, changes in language reflecting statute, clarification and word choice preferences.

The text of the pending rule has been amended in accordance with Section 67-5227, Idaho Code. Only those sections that have changes that differ from the proposed text are printed in this bulletin. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 132-136](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

<https://us02web.zoom.us/join/91012020000>

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: This rule simplifies and clarifies record keeping and reporting by counties and defending attorneys about public defense services and expenditures, and PDC's review of this information. This rule consolidates information previously spread across chapters and resolves some duplication and inconsistencies.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking: This rule should have no fiscal impact

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

Red italicized text indicates amendments between the proposed and pending rule.

THE FOLLOWING IS THE TEXT OF DOCKET NO. 61-0103-2002

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.03 RECORDS, REPORTING, AND REVIEW

000. LEGAL AUTHORITY.

This chapter is adopted under the legal authority of Section 19-850(1)(a), Idaho Code. ()

001. TITLE AND SCOPE.

This chapter is titled “Records, Reporting, and Review,” and contains minimum public defense recordkeeping and reporting requirements and PDC’s review of this information. ()

002. – 009. (RESERVED)

010. DEFINITIONS.

For the purposes of this chapter, the definitions in IDAPA 61.01.01, “General Provisions and Definitions,” apply. ()

011. – 019. (RESERVED)

020. ROSTER MEMBER INFORMATION RETENTION AND REPORTING.

Roster members must keep and report information about representation of Indigent Persons and their eligibility to remain on the roster *as provided in Sections 19-850(1)(c) and 19-862A(1), Idaho Code.* ()

01. Compliance. ()

a. All information regarding compliance with Public Defense Rules; ()

b. Annual Report; ()

c. Public defense contracts; ()

d. Line item public defense expenditures of county funds and Financial Assistance; and ()

e. Resource and Financial Assistance needs; ()

02. Changes to Information. Notify the PDC of any change in address, employer or county contracts for public defense services within thirty (30) days of the change. ()

03. Confidential Information. ()

a. Information reported to the PDC, the county, or administrative district judge must not include any records containing information protected or exempted from disclosure under the rules adopted by the Idaho Supreme Court, attorney work product, attorney-client privileged communication, or other confidential information. ()

b. Requests for and expenditures of Extraordinary Litigation Fund shall only be disclosed to the PDC. ()

021. – 029. (RESERVED)

030. COUNTY INFORMATION RETENTION AND REPORTING.

Counties must keep and report information about how the county provides public defense as provided in Sections 19-850(1)(c), 19-851(8), 19-862(1), 19-862A(1)–(2) and (6)(c), Idaho Code. ()

01. Compliance. ()

a. All information regarding a county’s compliance with Public Defense Rules; ()

b. Public defense contracts; ()

02. Changes to Public Defense Model or Defending Attorneys. Notify the PDC of any change to the county’s public defense model or the attorneys employed or contracted by the county within thirty (30) days of the change. ()

03. Financial Information. ()

a. Line item budgets and expenditures of county funds and all Financial Assistance for Public Defense. ()

b. Extraordinary Litigation Fund reimbursements. ()

c. Annual financial reporting to the Commission. ()

i. Appropriation, budget, and expenditures for the immediately preceding county fiscal year identifying county funds, Financial Assistance, and other funds *used or available to be used for public defense*. ()

ii. The County’s annual financial report to the PDC is due by December 31 each year. ()

031. – 039. (RESERVED)

040. DETERMINATION OF COMPLIANCE.

PDC staff may request, review, and audit county *the following* records to determine compliance with Public Defense Rules and Financial Assistance as provided in Sections 19-850(1)(c), 19-851(8), 19-862(1), 19-862A(1)–(2) and (6)(c), Idaho Code. ()

01. Financial. County budget and expenditures *related to Public Defense Rules or Financial Assistance*. ()

02. Contracts. Public defense contracts. ()

- 03. Records.** Public defense records including Case names and numbers. ()
- 04. Annual Reports.** Information reported in Annual Reports. ()
- 05. Other.** Other information requested by PDC Staff or the Commission *related to Public Defense Rules or Financial Assistance.* ()
- 041. – 049. (RESERVED)**
- 050. DEFICIENCY REPORTING, REVIEW, AND RESPONSE AS PROVIDED IN SECTIONS 19-850(1)(C), 19-862A(1, (11)–(12) AND 19-850(1)(A)(VI), IDAHO CODE.**
- 01. Reporting.** ()
- a.** Counties and Defending Attorneys have a duty to report Deficiencies to PDC Staff. ()
- b.** Deficiencies may be reported by Indigent Persons, PDC Staff, or others. ()
- 02. Review and Response.** PDC Staff will review reported Deficiencies and may work directly with a county and Defending Attorney to resolve, make a report to the Commission, or both. ()
- 03. Non-Material Deficiencies.** If a Deficiency may be readily resolved with the assistance of PDC Staff, the Executive Director may ask the county to submit a plan to cure the Deficiency with proposed detailed action items and completion dates. If the plan is not submitted or not completed, or the Deficiency not cured according to the deadlines set by the Executive Director, the Non-Material Deficiency will be deemed Material. ()
- 04. Material but Non-Willful Deficiencies.** If the Commission determines a Deficiency is Material following review by PDC Staff and recommendation of the Executive Director or if a non-material Deficiency is not cured by the set deadline: ()
- a.** The county must consult with PDC Staff on a Compliance Plan and timely apply for Financial Assistance, if necessary; ()
- b.** The Compliance Plan must include timeframe to become compliant and progress reports from the county to PDC Staff; ()
- c.** If compliance is not achieved by the deadline set by the Executive Director, the Commission may designate the Material Deficiency as Willful. ()
- 05. Material and Willful Non-Compliance.** ()
- a.** If the Commission determines a Deficiency is Material and Willful following review by PDC Staff and recommendation of the Executive Director, and ()
- b.** The Commission gives notice of its intent to remedy specific Deficiencies to the extent necessary to comply with Public Defense Rules at the county’s expense: ()
- i.** Within fourteen (14) days of the date of said notice, the Commission and the county or their designees shall meet to attempt resolve the issues of the Material and Willful Deficiency *or agree on a schedule for further meetings;* ()
- ii.** If the Commission and the county are unable to resolve the Deficiency by meeting, and ()
- iii.** The Commission determines it must take immediate action under Subsection 060.01 of these rules, the Commission may contract with contract Defending Attorneys or other resources as deemed appropriate to remediate at the county’s expense; or ()

iv. If the Commission does not proceed under Subsection 060.01 of these rules, the Commission and the county or their designees must agree on a mediator and a date for mediation within twenty-eight (28) days, with the cost of mediation to be paid equally by the parties; ()

v. If after mediation the Commission and the county are unable to come to a resolution, the Commission shall provide written notice of its decision to remedy specific Deficiencies and may contract *with* Defending Attorneys or other resources as deemed appropriate to remediate at the county's expense; ()

06. Application to Resume Public Defense. If the Commission remedies specific Deficiencies to the extent necessary to comply with Public Defense Rules at the county's expense, the county may make application to resume public defense upon showing the county is able to do so in compliance with Public Defense Rules. ()

051. – 059. (RESERVED)

060. REVIEW OF WILLFUL AND MATERIAL DEFICIENCY DECISIONS.

01. Emergency Action. The Commission will take immediate action and contract with appropriate resources to remedy Willful and Material Deficiencies to avoid immediate danger and may act through an emergency proceeding under Section 67-5247, Idaho Code, when: ()

a. A county is using a Defending Attorney who has been removed from the applicable PDC Roster for the reasons set forth in IDAPA 61.01.02, "Requirements and Procedures for Representing Indigent Persons," Subsection 080.03; or ()

b. A county has not complied with or responded to a notice of Deficiency within thirty (30) days of the date of such notice; ()

c. If the Commission issues an emergency order to remedy Willful and Material Deficiencies, the Commission will notify the county of its order. The Commission's order will include a statement of the immediate danger and is effective immediately; ()

d. A county may challenge the Commission's emergency order to remedy Willful and Material Deficiencies hereunder by submitting a notice of appeal and all supporting documentation within fourteen (14) days of the date of the Commission's order; ()

e. The Commission will review any timely challenge and issue an emergency decision within twenty-eight (28) days of receipt of timely filed notice and materials. The Commission may base its decision on a written record or elect to hold a hearing. ()

02. Action for Other Reasons. ()

a. If the county is subject to a Commission order to remedy Willful and Material Deficiencies for reasons other than set forth in Subsection 060.01 of these rules, the county may appeal the order by submitting a notice of appeal and all supporting documentation within twenty-one (21) days of the Commission's order. ()

b. A hearing officer appointed by the Commission will review a timely appeal and issue a recommended order to the Commission. ()

c. The Commission will issue a final agency order adopting or rejecting the recommended order, or take other action deemed appropriate by the Commission. ()

061. – 999. (RESERVED)

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.04 – RULES GOVERNING PROCEDURES AND FORMS FOR THE APPLICATION AND DISBURSEMENT OF INDIGENT DEFENSE FINANCIAL ASSISTANCE

DOCKET NO. 61-0104-2001 (CHAPTER REPEAL)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change. The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

There are no changes to the pending rule and it is being adopted as originally proposed. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 137-138](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

https://us02web.zoom.us/meeting/register/tZckdeirqDwjH9Ar2WAgbaMMN6yhxd_FAWJB

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking:

This rule should have no fiscal impact.

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

IDAPA 61.01.04 IS BEING REPEALED IN ITS ENTIRETY

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.04 – FINANCIAL ASSISTANCE AND TRAINING RESOURCES

DOCKET NO. 61-0104-2002 (NEW CHAPTER)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change:

This rule simplifies and clarifies information about financial assistance and training resources available to counties and attorneys. This rule consolidates information previously spread across chapters and resolves some duplication and inconsistencies. In response to public comment, the pending rule contains additional references to Idaho Code, the addition of a sentence exactly as it appears in current rule, and changes in language for clarification and correction.

The text of the pending rule has been amended in accordance with Section 67-5227, Idaho Code. Only those sections that have changes that differ from the proposed text are printed in this bulletin. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 139-142](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

https://us02web.zoom.us/join/zoom/register/tZckdeirqDwjH9Ar2WAgbaMMN6yhxd_FAWJB

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: This rule simplifies and clarifies information about financial assistance and training resources available to counties and attorneys. This rule consolidates information previously spread across chapters and resolves some duplication and inconsistencies.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking: This rule should have no fiscal impact.

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules – Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

Red italicized text indicates amendments between the proposed and pending rule.

THE FOLLOWING IS THE TEXT OF DOCKET NO. 61-0104-2002

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.04 – FINANCIAL ASSISTANCE AND TRAINING RESOURCES

000. LEGAL AUTHORITY.

This chapter is adopted under the legal authority of Section 19-850(1)(a), Idaho Code. ()

001. TITLE AND SCOPE.

This chapter is titled “Financial Assistance and Training Resources,” and contains requirements for public defense financial assistance and trainings offered through the PDC. ()

002. – 009. (RESERVED)

010. DEFINITIONS.

For the purposes of this chapter, the definitions in IDAPA 61.01.01, “General Provisions and Definitions,” apply. ()

011. – 019. (RESERVED)

020. FINANCIAL ASSISTANCE FOR COUNTIES TO PROVIDE PUBLIC DEFENSE IN COMPLIANCE WITH PUBLIC DEFENSE RULES AS PROVIDED IN SECTION 19-862A, IDAHO CODE.

01. Information for Application. Counties making application for Financial Assistance to continue complying with Public Defense Rules or cure any Deficiency must provide the following information: ()

- a.** Compliance Plan and Cost Analysis; ()
- b.** Compliance attestation required by Section 19-862A, Idaho Code; ()
- c.** Itemization of the County’s public defense; ()
- i.** Expenditures for the prior county fiscal year; ()

- ii. Budget for the current county fiscal year; and ()
 - iii. Anticipated budget for the upcoming county fiscal year; ()
 - d. Information from Defending Attorneys necessary for the Compliance Plan and application; and ()
 - e. Other information requested by PDC Staff or the Commission *related to Public Defense Rules or Financial Assistance.* ()
- 02. Preference.** Financial Assistance is subject to the availability of funds, with preference given: ()
- a. First, to counties that need assistance to cure Deficiencies; ()
 - b. Second, to counties that need assistance to continue complying with Public Defense Rules; and ()
 - c. Third, to counties for other improvements to public defense. ()
- 03. Financial Assistance for Workload.** The Commission may award Financial Assistance for counties to pay for resources needed to meet the Workload rules in IDAPA 61.01.02, “Requirements and Procedures for Representing Indigent Persons,” Subsection 060.05 (“Workload Financial Assistance”) of these rules, which is subject to the following additional requirements: ()
- a. Workload Financial Assistance can only be used for attorneys, staff, and other resources to comply with the Workload rules; ()
 - b. A county must specifically state in the Financial Assistance application all proposed designated uses for Workload Financial Assistance; ()
 - c. A county can only use Workload Financial Assistance for the designated uses approved by the Commission; ()
 - d. *County responsibility for compliance with the maximum caseload standard is contingent upon the appropriation of state funds as provided in Section 19-862A, Idaho Code, at a level necessary to implement the numeric standard.* If Caseload or Workload maximums are being exceeded and the county has timely requested and not received Financial Assistance to pay for resources needed to comply with Caseload or Workload rules, the county’s failure to comply with Caseload or Workload rules will not be deemed a Deficiency. ()
- 04. Financial Assistance for Joint Offices.** The Commission may award additional Financial Assistance to counties that have established a joint office of public defender under Section 19-859(2), Idaho Code. ()
- 05. Review.** PDC Staff will review county applications for Financial Assistance. The Executive Director or appointed subcommittee of the Commission will make recommendations to the Commission. The Commission will determine the type, terms, and amount of Financial Assistance. ()
- 06. Extraordinary Litigation Fund (“ELF”).** The Executive Director or the Commission may award Financial Assistance for extraordinary litigation costs necessary for representation in a public defense case when such costs are a financial hardship on the county or when requesting from the court or the county may undermine an Indigent Person’s case. ()
- a. Defending Attorney applicants may apply exclusively for prospective litigation costs and any request seeking reimbursement for services already rendered or expenses already paid will be rejected. ()
 - b. Counties may request ELF Financial Assistance for reimbursement of extraordinary litigation costs

paid and the application may only seek reimbursement for services rendered within the same state fiscal year. ()

c. Information provided in support of an ELF application is confidential and exempt from the Public Records Act under Section 74-105(18)(b), Idaho Code. ()

d. The Executive Director will approve or disapprove and will determine the amount of ELF assistance for costs other than attorney fees. The Commission will approve or disapprove and determine the amount of ELF assistance for attorney fees. ()

07. Independence. Counties applying for Financial Assistance must limit prosecutor involvement in the Financial Assistance process *if the involvement* may jeopardize the independence of any Defending Attorney or undermine the delivery of public defense. ()

021. – 029. (RESERVED)

030. TRAINING RESOURCES FOR ATTORNEYS ON THE PDC ROSTERS, AND THEIR STAFF WHO DIRECTLY SUPPORT PUBLIC DEFENSE PRACTICE.

01. PDC Training. The PDC may partner with outside organizations to present free or reduced cost training. ()

02. Scholarships. The PDC may award training scholarships for approved non-PDC training. ()

03. Non-Roster Attorneys. Attorneys not on a Roster and their staff are not eligible for PDC training or scholarships but may participate through a partner organization, if applicable. ()

04. Preference and Conditions. Training and scholarship funds are limited and subject to the following: ()

a. Preference is given to qualified applicants whose experience levels and compliance needs best fit the particular training program, and who did not attend a free or discounted training within the previous year; ()

b. Approved applicants must immediately notify PDC Staff if they cannot attend or fully participate in any training; and ()

c. Approved applicants who, without timely notifying PDC Staff, were absent from or failed to fully participate in a previous training, will not get preference and may not be eligible for training and scholarship benefits for the next twelve (12) months. ()

031. – 999. (RESERVED)

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.06 – RULES GOVERNING PROCEDURES FOR THE OVERSIGHT, IMPLEMENTATION, ENFORCEMENT, AND MODIFICATION OF INDIGENT DEFENSE STANDARDS

DOCKET NO. 61-0106-2001 (CHAPTER REPEAL)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change. The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

There are no changes to the pending rule and it is being adopted as originally proposed. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 143-144](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

https://us02web.zoom.us/meeting/register/tZckdeirqDwjH9Ar2WAgbaMMN6yhxd_FAWJB

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking:

This rule should have no fiscal impact.

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

IDAPA 61.01.06 IS BEING REPEALED IN ITS ENTIRETY

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.07 – RULES GOVERNING STANDARDS FOR DEFENDING ATTORNEYS THAT UTILIZE IDAHO’S PRINCIPLES OF AN INDIGENT DEFENSE DELIVERY SYSTEM

DOCKET NO. 61-0107-2001 (CHAPTER REPEAL)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change. The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

There are no changes to the pending rule and it is being adopted as originally proposed. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 145-146](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

PUBLIC HEARING SCHEDULE: The public hearing concerning this rulemaking will be held on Zoom and at the Joe R. Williams Office Building as follows:

PUBLIC HEARING

Wednesday, October 14, 2020
12:00 noon to 3:00 p.m. (Mountain) / 11:00 a.m. - 2:00 p.m. (Pacific)

Joe R. Williams Office Building
West Conference Room
700 W. State Street, 1st Floor
Boise, ID 83702

Masks and Social Distancing are Required at Meeting Site

*** Attendance via Zoom Meeting is Encouraged ***

Use this link to register:

https://us02web.zoom.us/meeting/register/tZckdeirqDwjH9Ar2WAgbaMMN6yhxd_FAWJB

We encourage you to attend the meeting via Zoom. Commissioners and staff will attend the meeting via Zoom with one Commissioner or the Director in attendance at the meeting site where masks and social distancing are required.

The hearing site will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking:

This rule should have no fiscal impact.

NEGOTIATED RULEMAKING: Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the [July 1, 2020 Idaho Administrative Bulletin, Volume 20-7, page 546](#).

INCORPORATION BY REFERENCE: Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

IDAPA 61.01.07 IS BEING REPEALED IN ITS ENTIRETY

IDAPA 61 – IDAHO STATE PUBLIC DEFENSE COMMISSION

61.01.08 – RULES GOVERNING THE ADMINISTRATION OF IDAHO'S INDIGENT DEFENSE DELIVERY SYSTEM – RULE DEFINITIONS

DOCKET NO. 61-0108-2001 (CHAPTER REPEAL)

NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

[LINK: LSO Proposed Rule Analysis Memo](#)

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2021 Idaho State Legislature for final approval. The pending rule becomes final and effective at the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 19-850(1)(a), Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change. The agency is repealing this rule as part of its rulemaking to rewrite all current rules to simplify and clarify them. The agency is repealing all current rules: 61.01.01, 61.01.02, 61.01.03, 61.01.04, 61.01.06, 61.01.07 and 61.01.08; and replacing them with proposed rules: 61.01.01, 61.01.02, 61.01.03 and 61.01.04.

There are no changes to the pending rule and it is being adopted as originally proposed. The complete text of the proposed rule was published in the October 7, 2020 Idaho Administrative Bulletin, [Vol. 20-10, pages 147-148](#).

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rule should have no fiscal impact.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the pending rule, contact Kathleen Elliott, (208) 332-1735.

Dated this 30th day of October, 2020.

Kathleen J. Elliott, Executive Director
816 W. Bannock, Suite 201
Boise, Idaho 83702
Idaho State Public Defense Commission
Phone: (208) 332-1735
Fax: (208) 364-6147
Email: Kathleen.Elliott@pdc.idaho.gov

THE FOLLOWING NOTICE PUBLISHED WITH THE PROPOSED RULE

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kathleen Elliott at (208) 332-1735.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before 5 pm Mountain Time on October 28, 2020.

Dated this 21st day of August, 2020.

IDAPA 61.01.08 IS BEING REPEALED IN ITS ENTIRETY