

§1805. Executive director

The executive director of the commission hired pursuant to section 1804, subsection 1 shall: [PL 2009, c. 419, §2 (NEW).]

1. Compliance with standards. Ensure that the provision of indigent legal services complies with all constitutional, statutory and ethical standards;

[PL 2009, c. 419, §2 (NEW).]

2. Development of standards. Assist the commission in developing standards for the delivery of adequate indigent legal services;

[PL 2009, c. 419, §2 (NEW).]

3. Delivery and supervision. Administer and coordinate delivery of indigent legal services and supervise compliance with commission standards;

[PL 2009, c. 419, §2 (NEW).]

4. Most effective method of delivery. Recommend to the commission the most effective method of the delivery of indigent legal services in furtherance of the commission's purposes;

[PL 2009, c. 419, §2 (NEW).]

5. Training for counsel. Conduct regular training programs for counsel providing indigent legal services;

[PL 2009, c. 419, §2 (NEW).]

6. Personnel. Subject to policies and procedures established by the commission, hire or contract professional, technical and support personnel, including attorneys, considered reasonably necessary for the efficient delivery of indigent legal services;

[PL 2017, c. 284, Pt. UUUU, §8 (AMD).]

7. Submissions to commission. Prepare and submit to the commission:

A. A proposed biennial budget for the provision of indigent legal services, including supplemental budget requests as necessary; [PL 2009, c. 419, §2 (NEW).]

A-1. A monthly report on the amount of revenue collected from counsel fee collections, including counsel expenses recouped each month and for the year to date; [PL 2017, c. 284, Pt. UUUU, §9 (NEW).]

B. An annual report containing pertinent data on the operation, needs and costs of the indigent legal services system; [PL 2017, c. 284, Pt. UUUU, §10 (AMD).]

B-1. A monthly report on the number of cases opened, the number of vouchers submitted, the amount of vouchers paid, the amount of payments to contract counsel, the number of requests for professional services, the amount of payments for professional services and information on any complaints made against assigned or contract counsel; and [PL 2017, c. 475, Pt. A, §2 (AMD).]

C. Any other information as the commission may require; [PL 2009, c. 419, §2 (NEW).]

[PL 2017, c. 475, Pt. A, §2 (AMD).]

8. Develop and implement. Coordinate the development and implementation of rules, policies, procedures, regulations and standards adopted by the commission to carry out the provisions of this chapter and comply with all applicable laws and standards;

[PL 2009, c. 419, §2 (NEW).]

9. Records. Maintain proper records of all financial transactions related to the operation of the commission;

[PL 2009, c. 419, §2 (NEW).]

9-A. Audits; recoupment. Conduct audits of financial requests and payments and recoup payments when necessary. The executive director may exercise the subpoena power of the commission granted under section 1804, subsection 3, paragraph O; [PL 2021, c. 481, §6 (NEW).]

10. Other funds. Apply for and accept on behalf of the commission funds that may become available from any source, including government, nonprofit or private grants, gifts or bequests. These non-General Fund funds do not lapse at the end of the fiscal year but must be carried forward to be used for the purpose originally intended; [PL 2017, c. 284, Pt. UUUU, §12 (AMD).]

10-A. Reimbursement of expenses. Administer and improve reimbursement of expenses incurred by assigned counsel and contract counsel as described in section 1805-A; [PL 2017, c. 284, Pt. UUUU, §13 (NEW).]

11. Meetings of commission. Attend all commission meetings, except those meetings or portions of the meetings that address the question of appointment or removal of the executive director; and [PL 2009, c. 419, §2 (NEW).]

12. Other assigned duties. Perform other duties as the commission may assign. [PL 2009, c. 419, §2 (NEW).]

SECTION HISTORY

PL 2009, c. 419, §2 (NEW). PL 2017, c. 284, Pt. UUUU, §§8-13 (AMD). PL 2017, c. 475, Pt. A, §2 (AMD). PL 2021, c. 481, §6 (AMD).

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