

**LINCOLN COUNTY PUBLIC DEFENDER
ADVISORY COMMITTEE**

AGENDA FOR INITIAL ORGANIZATIONAL MEETING

August 25, 2026 3:00pm
Lincoln County Commission Chambers

1. Call to Order and Roll Call
2. Introductions and Background of Committee Members
3. Election of Chair and Vice Chair of Public Defender Advisory Committee
4. Review of Statutory Authority and Responsibilities of the Public Defender Advisory Committee
 - a. SDCL Chapter 7-16A
 - b. Respective authorities of the County Commission, Advisory Committee, and Public Defender
5. Review of Open Meetings Requirements and Committee Administrative Procedures
 - a. Meeting notices, agendas, minutes and records
 - b. Administrative support and responsibility for preparation/posting of agendas and minutes
 - c. Committee communications and electronic communications
 - d. Regular and special meeting procedures
6. Review and Discussion of Proposed Public Defender Office Budget and Organizational Structure
 - a. County Commission's proposed budget and funding authority
 - b. Proposed staffing levels and anticipated office structure
 - c. Office facilities, administrative support and anticipated implementation schedule
7. Public Defender Position and Recruitment Process
 - a. Discussion and development of proposed qualifications and job description
 - b. Compensation and benefits

- c. Advertising and recruitment
 - d. Application and screening process
 - e. Interview and selection process
 - f. Proposed timeline
 - g. Recommendations to County Commission as appropriate
- 8. Preliminary Discussion of Public Defender Office Personnel and Staffing
 - a. Anticipated assistant public defenders and support personnel
 - b. Relationship between Committee, Public Defender, HR and County Commission regarding hiring and compensation
- 9. Future Meetings
 - a. Regular meeting schedule
 - b. Meeting location
 - c. Procedures for special meetings
- 10. Potential Executive Session pursuant to SDCL §1-25-2(1) to discuss the qualifications, competence, performance, character, or fitness of a prospective public officer or employee.
- 11. Public Comment
- 12. Adjournment