

Justice Courts

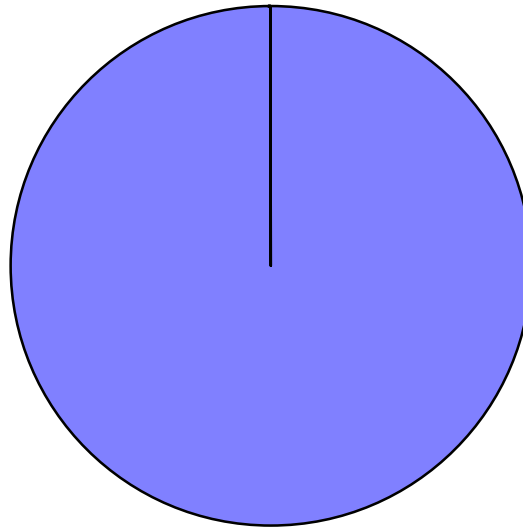
Department Purpose

To provide fair and equal access to court services for local citizens such as impartial adjudication of traffic, civil, County violations, animal regulation and small claims cases in a neutral environment.

Total Expenditures

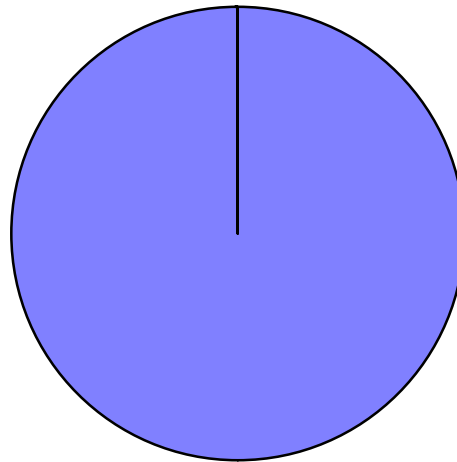
\$4,101,493

FY 08-09 Expenditures by Division



Justice Courts
100.0%

FY 08-09 Budget by Fund



Special Revenue
Fund
100.0%

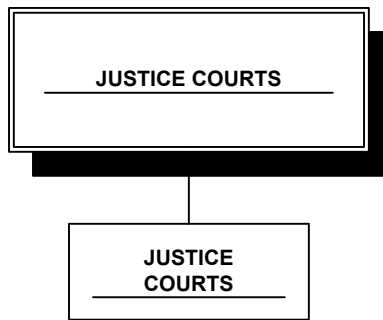
Justice Courts

Department Overview

Lane County operates three (3) Justice Courts, located in Florence, Springfield and Oakridge. They provide adjudication of violations of fish and game, marine, railroad, truancy, animal regulation, weighmaster, parks, waste management, traffic and civil complaints filed within their district. The Courts also operate as small claims courts under state statute.

Some of the agencies served are: Lane County Sheriff, Lane County Parks, Lane County Waste Management, Lane County Animal Services, Lane County Weighmaster, Oregon State Weighmaster, Bureau of Land Management, Lane ESD, Union Pacific Railroad, Florence Tribal Court, and occasionally a local municipality.

The Justice Courts also make up the judicial component of a traffic safety system that includes the Sheriff's Department Traffic Safety/First Responder Team. The system is designed to be self-supporting.



Goals & Objectives

Justice Court Core values are:

- Justice
- Integrity
- Respect
- Courtesy
- Customer Service
- Timeliness
- Accuracy
- Education

The Justice Court staffs continue to recognize and respond to these values as an integral part toward their goal of impartial justice.

Justice Courts

Key Accomplishments in FY 07-08

Commitment to core values continued this past year. The Core Standards were expanded to reflect Education as a core value. Equal weight is given to each attribute. The Justice Courts provide excellent customer service.

A new survey instrument for User Satisfaction was designed and utilized for those who visit the court in person. The new survey instrument now incorporates questions on justice and fairness. In addition, an on-line survey link is available under the Justice Courts page regarding User Satisfaction on the website. We have received good responses on the website. The on-line survey, in particular, stresses the defendants' interest in internet payments, credit cards by phone, down-loadable court forms, and the use of increased technology.

The license resuspension project for those cases now deemed "eligible for reinstatement" by the Oregon Department of Motor Vehicles (DMV) has brought a strong yield. Justice Court judgments cover 20 years. As part of the Collections process, DMV had instituted a five year (now ten year as of 1/1/08) "suspension hold," with new "license reinstatement eligibility" at the end of that period. Resuspension of driver licenses of defendants with outstanding debt has increased revenue on old cases. Some of the \$1.1 million in revenue collected by Professional Credit Service (PCS) in FY2007 is attributed to this project.

Continued refinements are being made in the identification, clarification, and streamlining of Business Requirements for the new AIRS computer system. Additional time and resources will need to be committed as the project continues. The Court staff looks forward to upgraded functionality, including internet payments, the ability to take credit card payments over the phone, document imaging, the move toward electronic citations and case workflow, and the implementation of automatic phone payments.

Education of court staff continues to be a priority. It has been added to the Core Values of the court standards, although due to budget constraints, less money is available for staff training. Succession planning and training has been implemented. Cross-training of clerks continues with rotation of staff duties.

The CLJC Supervisor and Senior Justice Court Clerk have now completed the Oregon Association of Court Administrators (OACA) education certification program. There are three levels of certification, each comprised of 100 credit hours. They have completed all three levels of certification (300 hours). Each has been awarded the Certified Court Manager, Professional Court Manager, and Professional Court Leader certificates; joining a small, elite group of Oregon court professionals.

Changes, Challenges & Opportunities for FY 08-09

Challenges

- Recovery of unpaid fines continues as a priority. Currently over \$16 million of unpaid fines, plus accrued interest, are assigned to Professional Credit Services (PCS). PCS is very successful with their collection rates for the court, collecting over \$1.1 million in FY 2007 on Central Lane's delinquent accounts.
- The local consortium of courts and law enforcement agencies continues participation in building a new integrated system for Law Enforcement, Courts, and Field Based Reporting. It may be another year or two before the first component is completed and tested. The allocation of considerable court staff resources remains as part of their commitment to this project.
- The lack of stable long term revenue for the County's budget has had an effect on the Courts. The Traffic Safety Team has often been diverted by the Sheriff's Office as First Responders to emergencies. This has restricted the use of the Traffic Team in their regular duties of Traffic Safety.

Justice Courts

The Sheriff's commitment to fully staffing the Traffic Team should result in increased safety and increased revenue.

- Lack of stable long term funding will also slow progress on the electronic enhancements (addressed in Opportunities section) included in the new AIRS rebuild. Lack of funding is currently impeding progress on enhanced technology. The Justice Courts are currently behind the local municipal courts in progressive technological advances.
- As court staff ages, retirements will be forthcoming in the next few years. Succession planning is a vital piece for continuity and coverage of court workflow and procedures.

Opportunities:

- The new computer system will retain current functionality, plus include enhancements to streamline court processes. Refinement of the Business Requirements will enhance design. The automated Small Claims/Civil component is one example that will greatly benefit all three courts, as these processes are currently manual.
- Future enhancements that will improve customer service are: ability to make internet payments; ability to make IVR (voice recognition technology) payments over the phone 24 hours a day; ability to have user kiosks placed in public places where information and payments can be transacted (e.g., in lobby, at Public Service Building, in local malls), document imaging moving to electronic caseflow management and electronic citations, and approval to make credit card payments over the phone (and not only in person), will all be beneficial to clients and staff.
- The Court is investigating placing liens on property owned by defendants with uncollected fines owing to the County. This will be valuable if the current property owners who owe money to the court sell their property. This has been moving slowly toward a procedure and process, but is still on the horizon, and may increase revenue in the long term.

Performance Management

The Justice Courts provide high quality government services in a neutral environment. The adherence to the Core Values contributes to impartial justice. The Mission Statement was recently reviewed and revised. Enhancements have been made to the Justice Courts website. Additional web improvements are a future goal. Research and design enhancement produced a new user survey format including sections on justice and fairness. The inclusion of the justice and fairness questions had long been a court goal. These surveys are actively distributed at least quarterly to all who visit the court, and are available at the court at all times. Excellent feedback has been received. In addition an internet survey was developed with excellent feedback from those who have participated. The internet survey comments received stress the appeal of technological advances in utilizing internet fine payments, credit card payments by phone, and downloadable court documents.

DEPARTMENT PERFORMANCE MEASURES						
Performance Measures	2005-06 Actual	2006-07 Actual	2007-08 Actual	2007-08 Target	2007-08 Perf. Index	2008-09 Target
customer satisfaction	Very Good	Very Good	Excellent	Excellent	On target	Excellent
%timely distribution of funds	100%	100%	100%	100%	On target	100%
Prompt case management (within 3 days)	Excellent	Excellent	Excellent	Excellent	On target	Excellent
Impartial Justice	N/A	N/A	Excellent	Excellent	On target	Excellent

Justice Courts

DEPARTMENT FINANCIAL SUMMARY						
	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Curr Bgt	FY 08-09 Adopted	\$ Chng Fr Curr	% Chng Fr Curr
RESOURCES:						
Fines, Forf, and Penalties	2,437,324	2,387,808	2,903,969	3,540,921	636,952	21.93%
Fees and Charges	460,417	469,431	381,188	344,110	(37,078)	-9.73%
Administrative Charges	23,528	27,393	22,400	21,010	(1,390)	-6.21%
Total Revenue	2,921,269	2,884,632	3,307,557	3,906,041	598,484	18.09%
Resource Carryover	0	0	3,000	0	(3,000)	-100.00%
Fund Transfers In	25,925	34,551	78,675	195,452	116,777	148.43%
TOTAL RESOURCES	2,947,194	2,919,184	3,389,232	4,101,493	712,261	21.02%
EXPENDITURES:						
Personnel Services	897,102	861,681	937,879	956,225	18,346	1.96%
Materials and Services	504,114	569,447	522,678	511,977	(10,701)	-2.05%
Fiscal Transactions	1,536,184	1,485,056	1,928,675	2,623,433	694,758	36.02%
Total Resrvs & Conting.	0	0	0	9,858	9,858	100.00%
TOTAL EXPENDITURES	2,937,399	2,916,184	3,389,232	4,101,493	712,261	21.02%
Total FTE	12.58	11.95	11.95	11.95	0.00	0.00%
EXPENDITURES BY FUND						
General Fund	2,937,399	0	0	0	0	0.00%
Special Revenue Fund	0	2,916,184	3,389,232	4,101,493	712,261	21.02%
Funds Total	2,937,399	2,916,184	3,389,232	4,101,493	712,261	21.02%

DEPARTMENT FINANCIAL SUMMARY BY PROGRAM						
	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Curr Bgt	FY 08-09 Adopted	\$ Chng Fr Curr	% Chng Fr Curr
Programs						
Florence Justice Court	187,551	166,563	174,318	171,205	(3,113)	-1.79%
Central Lane Justice Court	2,561,618	2,591,043	3,032,924	3,750,426	717,502	23.66%
Oakridge Justice Court	188,231	158,579	181,990	179,862	(2,128)	-1.17%
Total Expenditures	2,937,399	2,916,184	3,389,232	4,101,493	712,261	21.02%

DEPARTMENT POSITION LISTING
<u>Justice Courts</u>
1.00 Administrative Support Supv
6.00 Justice Court Clerk
2.25 Justice of the Peace
2.70 Sr Justice Court Clerk
11.95 Department FTE Total

Justice Courts

DEPARTMENT REVENUE SUMMARY						
Revenue Accounts	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Curr Bgt	FY 08-09 Adopted	\$ Chng Fr Curr	% Chng Fr Curr
Local Fines	2,681	2,456	0	0	0	0.00%
Court Fines	1,386,351	933,443	2,059,525	2,725,221	665,696	32.32%
Fines Collection Agency	915,759	1,328,936	730,000	730,000	0	0.00%
Drivers License Suspension	63,084	75,207	56,100	55,500	(600)	-1.07%
Fines From Other Courts	69,449	47,766	58,344	30,200	(28,144)	-48.24%
FINES, FORF, AND PENALTIES	2,437,324	2,387,808	2,903,969	3,540,921	636,952	21.93%
Justice Court Fees	459,662	468,671	380,000	343,200	(36,800)	-9.68%
Miscellaneous Svc Charges	815	795	1,088	810	(278)	-25.55%
Refunds & Reimbursements	59	0	0	0	0	0.00%
Cash Over & Under	(120)	(35)	100	100	0	0.00%
FEES AND CHARGES	460,417	469,431	381,188	344,110	(37,078)	-9.73%
Admin Charges Ext Source	19,519	23,187	18,000	18,000	0	0.00%
Departmental Administration	4,009	4,206	4,400	3,010	(1,390)	-31.59%
ADMINISTRATIVE CHARGES	23,528	27,393	22,400	21,010	(1,390)	-6.21%
Fund Balance	0	0	3,000	0	(3,000)	-100.00%
Transfer Fr Int Svc Fnds (600)	0	0	0	9,858	9,858	100.00%
Intrafund Transfer	25,925	34,551	78,675	185,594	106,919	135.90%
FISCAL TRANSACTIONS	25,925	34,551	81,675	195,452	113,777	139.30%
TOTAL RESOURCES	2,947,194	2,919,184	3,389,232	4,101,493	712,261	21.02%

Justice Courts

DEPARTMENT EXPENSE SUMMARY						
Expenditure Accounts	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Curr Bgt	FY 08-09 Adopted	\$ Chng Fr Curr	% Chng Fr Curr
Permanent Operating Salaries	526,943	490,002	513,276	517,168	3,892	0.76%
Extra Help	3,973	3,834	9,000	5,211	(3,789)	-42.10%
Overtime	1,072	0	0	200	200	100.00%
Reduction Unfunded Vac Liab	17,197	4,113	13,708	17,848	4,140	30.20%
Compensatory Time	2,368	7,247	3,996	6,004	2,008	50.25%
Employee Benefits	345,172	324,241	0	0	0	0.00%
Risk Management Benefits	378	379	372	396	24	6.45%
Social Security Expense	0	0	33,502	33,196	(306)	-0.91%
Medicare Insurance Expense	0	0	7,831	7,744	(87)	-1.11%
Unemployment Insurance (State)	0	0	5,626	6,024	398	7.07%
Workers Comp	0	0	2,719	1,608	(1,111)	-40.86%
Disability Insurance - Long-term	0	0	5,375	5,288	(87)	-1.62%
PERS - OPSRP Employer rate	0	0	61,423	63,868	2,445	3.98%
PERS Bond	0	31,866	31,628	30,850	(778)	-2.46%
PERS - 6% Pickup	0	0	32,099	32,116	17	0.05%
Health Insurance	0	0	166,764	177,489	10,725	6.43%
Dental Insurance	0	0	15,600	16,393	793	5.08%
Vision Insurance	0	0	3,276	3,250	(26)	-0.79%
EE Assistance Pgm - IBH	0	0	936	804	(132)	-14.10%
Life Insurance	0	0	2,496	2,496	0	0.00%
Flexible Spending	0	0	156	156	0	0.00%
Disability Insurance - Short Term	0	0	312	336	24	7.69%
Defer. Comp Employer Contrib.	0	0	1,714	1,716	2	0.12%
Retiree Medical	0	0	26,070	26,064	(6)	-0.02%
PERSONNEL SERVICES	897,102	861,681	937,879	956,225	18,346	1.96%
Professional & Consulting	195,674	266,619	205,533	208,200	2,667	1.30%
Court Related Personal Service	34	8	0	0	0	0.00%
Banking & Armored Car Svc	0	2,689	2,000	2,000	0	0.00%
Refuse & Garbage	1,086	902	1,000	1,000	0	0.00%
Light, Power & Water	7,359	9,075	6,800	4,000	(2,800)	-41.18%
Telephone Services	17,979	15,721	14,600	13,400	(1,200)	-8.22%
Purchased Insurance	9,596	4,323	2,550	2,618	68	2.67%
Maintenance of Equipment	1,487	1,131	760	960	200	26.32%
Maintenance of Structures	4,923	4,915	6,150	6,150	0	0.00%
Maintenance of Grounds	1,112	1,583	1,300	650	(650)	-50.00%
Maintenance Agreements	7,645	5,279	4,650	5,000	350	7.53%
Real Estate & Space Rentals	56,450	69,120	69,500	72,000	2,500	3.60%
Fleet Services Rentals	301	351	240	114	(126)	-52.50%
Copier Charges	1,900	1,730	2,230	1,773	(457)	-20.49%
Mail Room Charges	1,659	945	2,741	850	(1,891)	-68.99%
Direct/Information Services	115,240	103,108	109,802	109,788	(14)	-0.01%
County Overhead Charges	37,600	37,518	41,570	43,501	1,931	4.65%
PC Replacement Services	6,314	9,319	7,050	6,110	(940)	-13.33%

Justice Courts

DEPARTMENT EXPENSE SUMMARY						
Expenditure Accounts	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Curr Bgt	FY 08-09 Adopted	\$ Chng Fr Curr	% Chng Fr Curr
Office Supplies & Expense	7,121	9,321	8,728	6,450	(2,278)	-26.10%
Educational Materials	0	30	0	100	100	100.00%
Membrshp/Professional Licenses	828	1,898	1,800	1,800	0	0.00%
Printing & Binding	1,671	1,788	2,700	1,850	(850)	-31.48%
Advertising & Publicity	1,205	160	875	874	(1)	-0.11%
Postage	7,716	7,509	9,500	10,000	500	5.26%
DP Supplies And Access	2,850	1,613	3,000	3,500	500	16.67%
DP Equipment	98	0	1,500	1,500	0	0.00%
Furniture, Equipment & Tools	755	0	0	1,500	1,500	100.00%
Library - Serials & Conts	930	510	0	0	0	0.00%
Miscellaneous Supplies	0	114	200	200	0	0.00%
Safety Supplies	0	0	0	150	150	100.00%
Janitorial Supplies	803	761	700	700	0	0.00%
Building Materials Supplies	0	2,200	760	34	(726)	-95.53%
Business Expense & Travel	2,896	2,334	4,789	2,550	(2,239)	-46.75%
Awards & Recognition	0	0	0	150	150	100.00%
Outside Education & Travel	8,891	6,579	8,500	1,355	(7,145)	-84.06%
County Training Classes	1,445	176	1,150	1,050	(100)	-8.70%
Training Services & Materials	545	120	0	100	100	100.00%
Miscellaneous Payments	0	(3)	0	0	0	0.00%
MATERIALS & SERVICES	504,114	569,447	522,678	511,977	(10,701)	-2.05%
Transfer To General Fund (100)	0	0	1,200,000	1,555,000	355,000	29.58%
Transfer To Special Rev. Funds	0	0	650,000	0	(650,000)	-100.00%
Intrafund Transfer	1,536,184	1,485,056	78,675	1,068,433	989,758	1258.03%
FUND TRANSFERS	1,536,184	1,485,056	1,928,675	2,623,433	694,758	36.02%
Operational Reserves	0	0	0	9,858	9,858	100.00%
TOTAL RESERVES	0	0	0	9,858	9,858	100.00%
TOTAL EXPENDITURES	2,937,399	2,916,184	3,389,232	4,101,493	712,261	21.02%