

Justice Courts

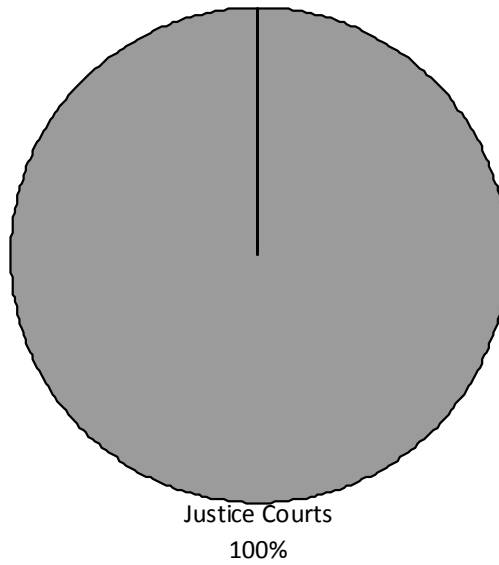
Department Purpose

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

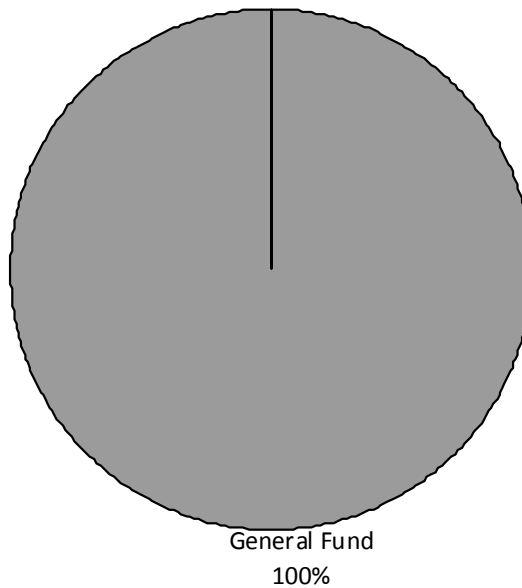
Total Expenditures

\$1,388,062

FY 10-11 Expenditures by Division



FY 10-11 Budget by Fund



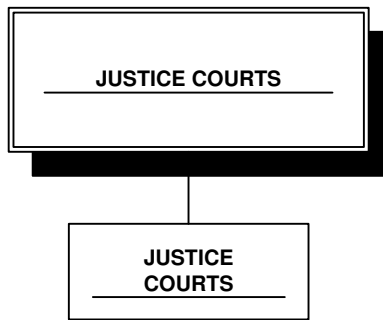
Justice Courts

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: Oregon State Police, 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, the Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians Police Department, 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 09-10

Commitment to core values continues, and equal weight is given to each attribute. The Justice Courts provide excellent customer service.

A survey instrument for User Satisfaction was utilized for those who visit the court in person. The survey instrument incorporates questions on justice and fairness, as well as service. In addition, an on-line survey link was available for the year on the Justice Court pages of the County website regarding User Satisfaction. Good responses were received on both surveys.

The on-line survey brought forth the defendants' interest in utilization of new technologies, such as making internet payments, downloading and filing fillable court forms, and making credit card payments by phone. Credit card payments by phone have now been established, with the others on the horizon.

The Justice Courts website has been revised to add Wedding and Notary information and continues to be expanded as staff time allows. Answers to FAQs (Frequently Asked Questions) are an upcoming addition. Fillable forms are forthcoming for the County, which will allow the addition of some on-line forms.

Education of court staff continues to be a priority, and is included as a Core Value of the court standards. 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.

Partial Amnesty Program was implemented in mid-2009 and resulted in collection of many past-due fines, assessed between 1997-2003. The program allowed for individuals to pay any fine due, and avoid the accrual of interest. When the overdue amounts were paid, driver suspensions were lifted, and the cases were closed.

Changes, Challenges & Opportunities for FY 10-11

Challenges

- Recovery of unpaid fines continues as a priority. Unpaid fines, plus accrued interest, are assigned to Professional Credit Services (PCS).
- 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 part of their commitment to this project.
- The lack of stable long term revenue for the County's budget has had an effect on revenue into 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, thereby reducing citations and resulting revenue.
- As court staff ages, retirements will be forthcoming in the next few years. Succession planning is a vital piece for business continuity and coverage of court workflow and procedures.

Opportunities:

- Future enhancements that will improve customer service are: ability to make internet payments; ability to make IVR (interactive 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 and moving to electronic case flow management and electronic citations, and will all be beneficial improvements and increase client service delivery.

Justice Courts

- 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 due to staffing levels, 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. Enhancements have been made to the Justice Courts website. Additional web improvements are a future goal. User Satisfaction surveys are actively distributed at least quarterly to all who visit the court, and are available at the court at all times. In addition an internet survey was on-line for a period of a year. Excellent feedback has been received on both surveys. The internet survey comments stress the strong appeal of technological advances in utilizing internet fine payments, fillable court forms, and downloadable court documents that can be filed electronically.

DEPARTMENT PERFORMANCE MEASURES						
Performance Measures	2006-07 Actual	2007-08 Actual	2008-09 Actual	2008-09 Target	Comment	2009-10 Target
Customer satisfaction	Very Good	Excellent	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	Excellent	Excellent	Excellent	On target	Excellent

Justice Courts

DEPARTMENT FINANCIAL SUMMARY						
	FY 07-08	FY 08-09	FY 09-10	FY 10-11	\$ Chng	% Chng
	Actual	Actual	Curr Bgt	Proposed	Fr Curr	Fr Curr
RESOURCES:						
Fines, Forf, and Penalties	1,732,982	2,346,510	1,974,121	1,974,056	(65)	0.00%
Fees and Charges	487,833	533,365	471,591	471,099	(492)	-0.10%
Administrative Charges	25,595	32,476	29,273	27,551	(1,722)	-5.88%
Total Revenue	2,246,410	2,912,351	2,474,985	2,472,706	(2,279)	-0.09%
Resource Carryover	3,000	1,446	114,830	0	(114,830)	-100.00%
Fund Transfers In	78,675	195,452	200,263	0	(200,263)	-100.00%
TOTAL RESOURCES	2,328,085	3,109,249	2,790,078	2,472,706	(317,372)	-11.38%
EXPENDITURES:						
Personnel Services	859,228	946,049	947,405	877,298	(70,107)	-7.40%
Materials and Services	573,736	591,839	594,217	467,703	(126,514)	-21.29%
Fiscal Transactions	893,675	1,556,594	1,248,456	43,061	(1,205,395)	-96.55%
Total Reserves & Conting.					0	0.00%
TOTAL EXPENDITURES	2,326,639	3,094,482	2,790,078	1,388,062	(1,402,016)	-50.25%
Total FTE	11.95	11.95	10.95	9.95	(1.00)	-9.13%
EXPENDITURES BY FUND						
General Fund	0	0	0	1,388,062	1,388,062	100.00%
Special Revenue Fund	2,326,639	3,094,482	2,790,078	0	(2,790,078)	-100.00%
TOTAL FUNDS	2,326,639	3,094,482	2,790,078	1,388,062	(1,402,016)	-50.25%

DEPARTMENT FINANCIAL SUMMARY BY PROGRAM						
	FY 07-08	FY 08-09	FY 09-10	FY 10-11	\$ Chng	% Chng
	Actual	Actual	Curr Bgt	Proposed	Fr Curr	Fr Curr
PROGRAMS						
Florence Justice Court	176,579	174,661	177,177	180,469	3,292	1.86%
Central Lane Justice Court	1,982,202	2,743,094	2,424,641	969,040	(1,455,601)	-60.03%
Oakridge Justice Court	167,858	176,727	188,260	238,553	50,293	26.71%
TOTAL EXPENDITURES	2,326,639	3,094,482	2,790,078	1,388,062	(1,402,016)	-50.25%

Justice Courts

DEPARTMENT REVENUE SUMMARY						
REVENUE ACCOUNTS	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Curr Bgt	FY 10-11 Proposed	\$ Chng Fr Curr	% Chng Fr Curr
Local Fines	1,728	1,567	0	1,000	1,000	100.00%
Court Fines	580,906	935,477	862,302	842,626	(19,676)	-2.28%
Collection Agency Receipts	1,033,606	1,268,724	1,000,000	1,000,000	0	0.00%
Drivers License Suspension	75,042	79,679	75,000	74,700	(300)	-0.40%
Fines From Other Courts	41,700	61,063	36,819	55,730	18,911	51.36%
FINES, FORF, AND PENALTIES	1,732,982	2,346,510	1,974,121	1,974,056	(65)	0.00%
Justice Court Fees	486,344	531,550	469,897	469,505	(392)	-0.08%
Miscellaneous Svc Charges	1,650	1,990	1,494	1,594	100	6.69%
Refunds & Reimbursements	30	0	0	0	0	0.00%
Cash Over & Under	(192)	(174)	200	0	(200)	-100.00%
FEES AND CHARGES	487,833	533,365	471,591	471,099	(492)	-0.10%
Admin Charges Ext Source	22,562	28,799	26,000	26,000	0	0.00%
Departmental Administration	3,033	3,677	3,273	1,551	(1,722)	-52.61%
ADMINISTRATIVE CHARGES	25,595	32,476	29,273	27,551	(1,722)	-5.88%
Fund Balance	3,000	1,446	114,830	0	(114,830)	-100.00%
Transfer Fr Int Service Funds	0	9,858	0	0	0	0.00%
Intrafund Transfer	78,675	185,594	200,263	0	(200,263)	-100.00%
FISCAL TRANSACTIONS	81,675	196,898	315,093	0	(315,093)	-100.00%
TOTAL RESOURCES	2,328,085	3,109,249	2,790,078	2,472,706	(317,372)	-11.38%

Justice Courts

DEPARTMENT EXPENSE SUMMARY						
EXPENDITURE ACCOUNTS	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Curr Bgt	FY 10-11 Proposed	\$ Chng Fr Curr	% Chng Fr Curr
Permanent Operating Salaries	468,841	495,377	516,499	456,387	(60,112)	-11.64%
Extra Help	13,382	16,238	16,500	16,500	0	0.00%
Overtime	143	0	200	0	(200)	-100.00%
Reduction Unfunded Vac Liab	13,112	17,084	3,618	3,547	(71)	-1.96%
Compensatory Time	4,058	21,559	15,204	15,204	0	0.00%
Risk Management Benefits	372	396	341	296	(45)	-13.20%
Social Security Expense	31,087	34,422	31,919	30,508	(1,411)	-4.42%
Medicare Insurance Expense	7,270	8,050	7,455	7,118	(337)	-4.52%
Unemployment Insurance (State)	5,594	5,796	5,905	5,458	(447)	-7.57%
Workers Comp	1,754	1,875	1,561	1,476	(85)	-5.45%
Disability Insurance - Long Term	4,099	4,217	5,026	3,851	(1,175)	-23.38%
PERS - OPSRP Employer rate	58,165	63,098	49,683	55,219	5,536	11.14%
PERS Bond	31,628	27,872	40,164	30,883	(9,281)	-23.11%
PERS - 6% Pickup	28,742	32,095	30,908	29,516	(1,392)	-4.50%
Health Insurance	144,842	166,474	171,857	172,713	856	0.50%
Dental Insurance	13,818	14,363	15,028	14,539	(489)	-3.25%
Vision Insurance	2,727	3,718	3,876	3,927	51	1.32%
EE Assistance Pgm - IBH	761	760	720	660	(60)	-8.33%
Life Insurance	1,572	1,765	2,304	2,112	(192)	-8.33%
Flexible Spending	110	182	144	132	(12)	-8.33%
Disability Insurance - Short Term	289	289	312	288	(24)	-7.69%
Defer. Comp Employer Contrib.	2,246	3,669	2,592	2,568	(24)	-0.93%
Retiree Medical	24,614	26,749	25,589	24,396	(1,193)	-4.66%
PERSONNEL SERVICES	859,228	946,049	947,405	877,298	(70,107)	-7.40%
Professional & Consulting	262,730	288,130	261,100	20,000	(241,100)	-92.34%
Court Related Personal Service	0	25	0	0	0	0.00%
Banking & Armored Car Svc	2,532	2,468	3,000	3,000	0	0.00%
Subscriptions	390	13	0	0	0	0.00%
Refuse & Garbage	1,146	1,374	1,500	1,500	0	0.00%
Light, Power & Water	8,532	9,130	6,960	6,960	0	0.00%
Telephone Services	14,772	14,062	13,100	13,100	0	0.00%
Purchased Insurance	2,550	2,601	2,755	3,135	380	13.79%
Damage Claims	107	0	0	0	0	0.00%
Maintenance of Equipment	1,829	1,120	560	560	0	0.00%
Maintenance of Structures	5,271	5,966	6,150	6,150	0	0.00%
Maintenance Agreements	5,602	6,183	4,400	4,400	0	0.00%
External Equipment Rental	40	0	0	0	0	0.00%
Real Estate & Space Rentals	70,909	69,120	72,000	122,000	50,000	69.44%
Fleet Services Rentals	281	392	0	0	0	0.00%
Copier Charges	1,707	1,769	2,683	2,683	0	0.00%
Mail Room Charges	500	0	200	200	0	0.00%
Direct/Information Services	109,801	108,869	133,458	158,771	25,313	18.97%
County Overhead Charges	41,570	43,501	44,985	53,447	8,462	18.81%

Justice Courts

DEPARTMENT EXPENSE SUMMARY						
EXPENDITURE ACCOUNTS	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Curr Bgt	FY 10-11 Proposed	\$ Chng Fr Curr	% Chng Fr Curr
PC Replacement Services	7,050	6,110	6,675	0	(6,675)	-100.00%
Office Supplies & Expense	6,909	7,426	8,920	8,920	0	0.00%
Educational Materials	39	0	455	455	0	0.00%
Membrshp/Professionl Licenses	1,971	1,150	1,300	1,300	0	0.00%
Printing & Binding	1,350	1,826	2,050	2,050	0	0.00%
Advertising & Publicity	550	556	874	874	0	0.00%
Microfilm Imaging Services	0	0	0	44,248	44,248	100.00%
Postage	8,053	8,535	10,550	10,550	0	0.00%
Radio/Comm. Supplies & Svcs	104	0	0	0	0	0.00%
DP Supplies and Access	2,908	2,639	2,500	2,500	0	0.00%
Small Tools & Equipment	1,127	0	0	0	0	0.00%
Library - Serials & Conts	975	0	0	0	0	0.00%
Miscellaneous Supplies	8	45	50	50	0	0.00%
Safety Supplies	127	1,188	150	150	0	0.00%
Janitorial Supplies	732	806	700	700	0	0.00%
Building Materials Supplies	0	217	0	0	0	0.00%
Business Expense & Travel	1,133	1,404	1,950	0	(1,950)	-100.00%
Awards & Recognition	216	97	0	0	0	0.00%
Outside Education & Travel	9,451	4,166	4,242	0	(4,242)	-100.00%
County Training Classes	686	952	950	0	(950)	-100.00%
Training Services & Materials	76	0	0	0	0	0.00%
MATERIALS & SERVICES	573,736	591,839	594,217	467,703	(126,514)	-21.29%
Transfer To General Fund	490,000	900,000	503,000	0	(503,000)	-100.00%
Transfer To Special Rev. Funds	0	0	0	43,061	43,061	100.00%
Intrafund Transfer	403,675	656,594	745,456	0	(745,456)	-100.00%
FUND TRANSFERS	893,675	1,556,594	1,248,456	43,061	(1,205,395)	-96.55%
TOTAL EXPENDITURES	2,326,639	3,094,482	2,790,078	1,388,062	(1,402,016)	-50.25%