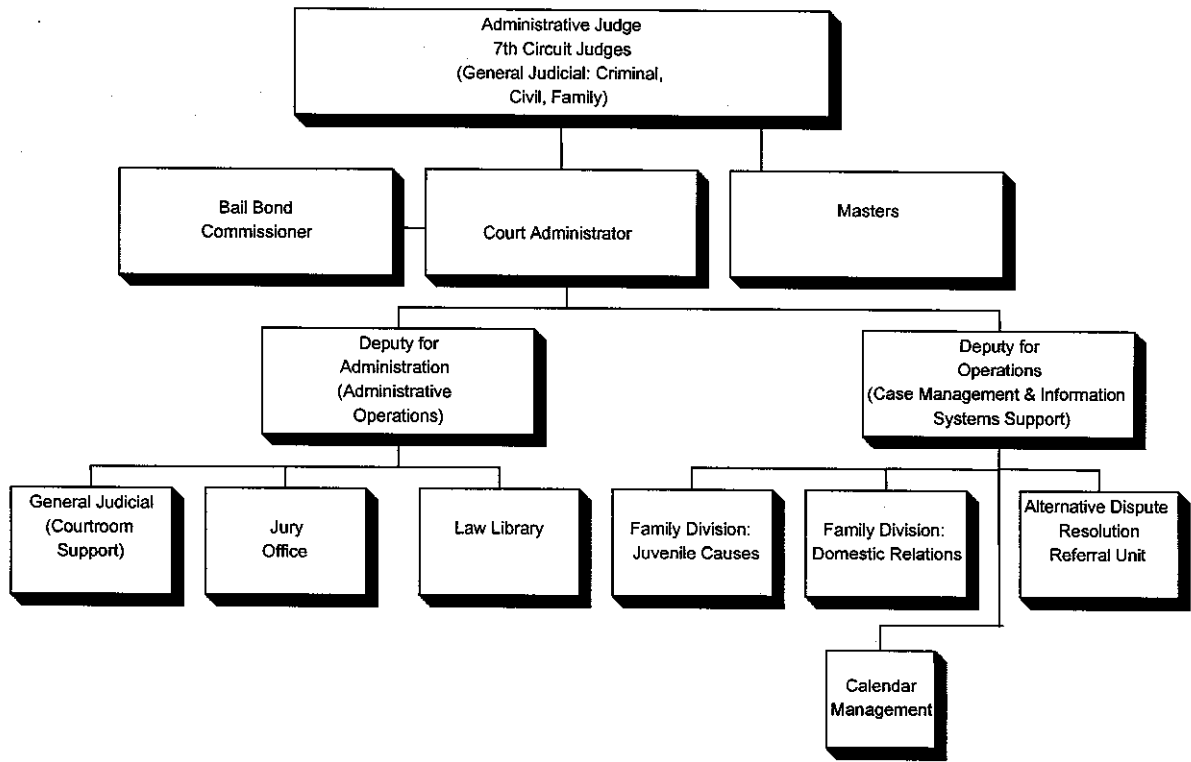


# CIRCUIT COURT – 05

## MISSION

The Circuit Court for Prince George's County will strive to serve the public by providing accessible, efficient, quality, and effective forums for the fair, just, timely, and understandable resolution of legal disputes brought before the Court, while respecting the dignity of all individuals, including those who work within and those who are served by the court system.

## ORGANIZATION CHART



## DESCRIPTION OF SERVICES

- Exercises full common law power and jurisdiction to resolve legal disputes involving parties from within Prince George's County in civil cases involving over \$25,000 and most criminal cases originally charged as felonies.
- Exercises concurrent jurisdiction with the District Court in civil and equity cases where the disputed amount exceeds \$2,500, and in certain criminal and family law proceedings (i.e. domestic violence).
- Exercises appellate review of District Court cases and certain administrative decisions.
- Adjudicates family law and domestic relations cases, including divorces, annulments, alimony, division of personal property, custody of children, visitation, child support issues, and paternity actions.
- Hears and decides all juvenile matters, including juvenile delinquency and children in need of assistance (dependent and neglected children).
- Summons, selects, instructs, and oversees members of grand and petit juries.

- Utilizes differentiated case management techniques to schedule, track, and expedite all proceedings before the Court.
- Operates referral programs for alternative dispute resolution, custody mediation, and mental hygiene evaluation.
- Oversees the activities of licensed bail bondsmen and surety companies operating in Prince George's County.

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### ***FY2003 HIGHLIGHTS***

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- Due to renovations of the Duvall Wing of the County Courthouse, the Court began operating out of interim Upper Marlboro locations, including the County Administration Building and the Circuit Court Annex.
- The Court upgraded its Information Technology resources with the assistance of three new technical positions. One of the technical positions was funded through the Office of Information Technology and Communications (OITC).
- The full implementation of the Maryland Judiciary's Time Standards resulted in modifications to the Court's Differentiated Case Management plans. Additional staff resources were focused on analyzing the Court's performance in these areas and researching means for improvement.
- It is anticipated that the Criminal Justice Coordinating Council will serve as the policy body for an Integrated Justice System which will complement the Criminal Banner Implementation in the Circuit Court, the Clerk's Office and the State's Attorney's Office.
- A Pilot Drug Court Program was implemented in August 2002. The program is a joint effort by the Department of Corrections, Health Department and other service providers.

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### ***FY2004 OVERVIEW***

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Due to the diversion of the Court's trial courtrooms into two locations, the process of assigning cases will be modified. These modifications will be monitored to assess losses in efficiency and the impact on the public.

General Fund staffing changes include the removal of one Master who became a state employee, and the addition of a Drug Court Coordinator. The Drug Court combines the resources of the justice system with the drug treatment community to serve drug-addicted defendants. Its coordinator will interact daily with support staff from the Health Department and the Department of Corrections.

In FY2004, jury fees and law clerk salaries will be assumed fully by the State, allowing for a reduction in overall expenditures.

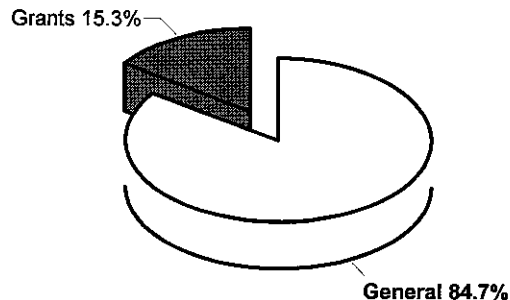
The Circuit Court will work with the State Judiciary on public access to consider the appropriate electronic access of court records.

Progress continues on the construction of the Marbury Wing Buildout and Renovation of the Duvall Wing.

	FY2002 ACTUAL	FY2003 BUDGET	FY2003 ESTIMATED	FY2004 PROPOSED	CHANGE FY2003-FY2004
<b>TOTAL EXPENDITURES</b>	\$ 11,695,561	\$ 12,704,700	\$ 12,107,800	\$ 12,530,300	-1.4%
<b>EXPENDITURE DETAIL</b>					
General Judicial	4,552,457	4,330,400	4,392,500	4,229,100	-2.3%
Law Library	372,843	433,600	429,600	435,700	0.5%
Family Division: Domestic Relations	1,566,632	1,459,200	1,298,900	1,343,800	-7.9%
Family Division: Juvenile Causes	218,393	258,800	236,400	254,600	-1.6%
Alternative Dispute Resolution Referral	265,289	305,700	276,600	230,600	-24.6%
Bail Bond Commissioner	98,489	102,200	102,200	109,100	6.8%
Calendar Management	614,451	831,500	686,800	810,900	-2.5%
Jury Office	482,040	530,000	520,100	26,000	-95.1%
Administrative Operations	2,029,706	2,514,800	2,469,200	3,170,700	26.1%
Grants	1,496,328	1,938,500	1,696,400	1,919,800	-1%
Recoveries	(1,067)	0	(900)	0	0%
<b>TOTAL</b>	\$ 11,695,561	\$ 12,704,700	\$ 12,107,800	\$ 12,530,300	-1.4%
<b>SOURCES OF FUNDS</b>					
General Fund	\$ 10,199,233	\$ 10,766,200	\$ 10,411,400	\$ 10,610,500	-1.4%
Other County Operating Funds:					
Grants	1,496,328	1,938,500	1,696,400	1,919,800	-1%
<b>TOTAL</b>	\$ 11,695,561	\$ 12,704,700	\$ 12,107,800	\$ 12,530,300	-1.4%

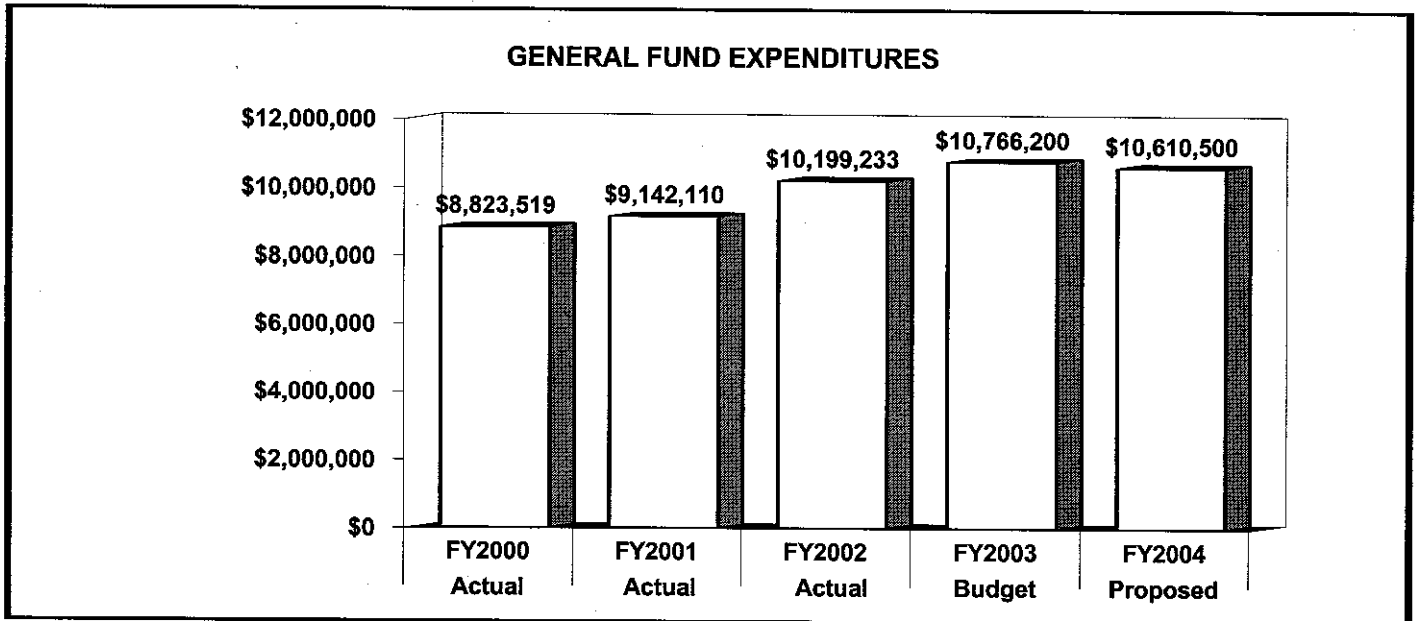
**FY2004 SOURCES OF FUNDS**

The Circuit Court's funding sources are comprised of the General Fund (84.7%) and Grant Funds (15.3%).

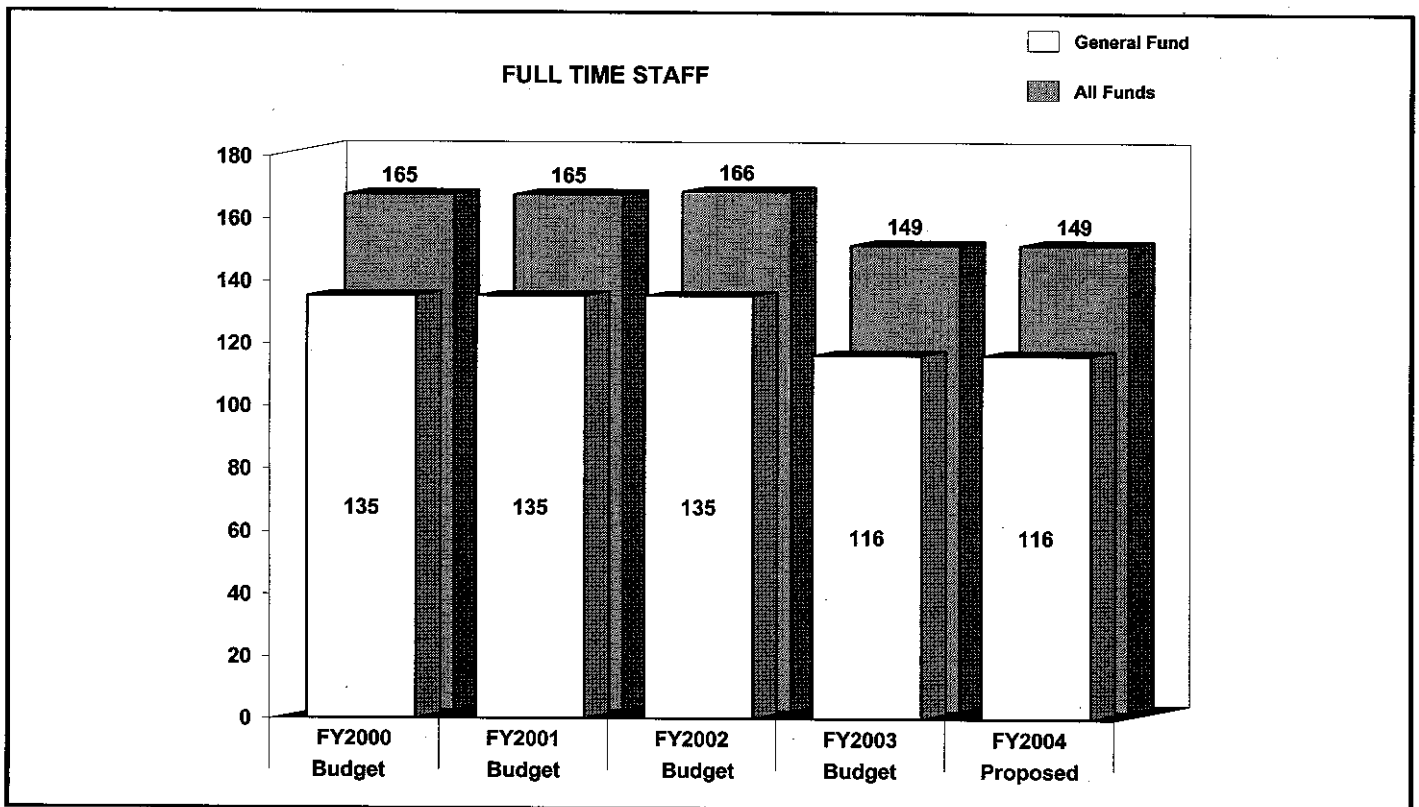


	FY2002 BUDGET	FY2003 BUDGET	FY2004 PROPOSED	CHANGE FY2003- FY2004
<b>GENERAL FUND STAFF</b>				
Full Time - Civilian	135	116	116	0
Full Time - Sworn	0	0	0	0
Part Time	28	29	28	-1
Limited Term Grant Funded	0	0	0	0
<b>OTHER STAFF</b>				
Full Time - Civilian	31	33	33	0
Full Time - Sworn	0	0	0	0
Part Time	1	0	0	0
Limited Term Grant Funded	0	0	0	0
<b>TOTAL</b>				
Full Time - Civilian	166	149	149	0
Full Time - Sworn	0	0	0	0
Part Time	29	29	28	-1
Limited Term	0	0	0	0

POSITIONS BY CATEGORY	FULL TIME	PART TIME	LIMITED TERM
Management	6	1	0
Supervisors	10	0	0
Program Administrators	11	0	0
Judicial Hearing Officers	5	0	0
Attorneys	1	0	0
Court Reporters	16	1	0
Bailiffs	2	25	0
Judges' Executive Administrative Aides	25	0	0
Paralegals	7	0	0
Law Librarians	2	0	0
Clerical Staff	51	1	0
Automation Specialists	5	0	0
Alternative Dispute Resolution Professional	1	0	0
Clinical Professional	7	0	0
<b>TOTAL</b>	<b>149</b>	<b>28</b>	<b>0</b>



The FY2004 budget declines by about 1.4% from the FY2003 Approved Budget, due to the State's assumption of law clerk salaries, jury fees and one General Fund Master. A reduction in operating expenses also contributes to the decrease.



The Circuit Court's full-time General Fund and Grant Funded complements remains constant in FY2004.

PERFORMANCE MEASURES	FY2000 ACTUAL	FY2001 ACTUAL	FY2002 ACTUAL	FY2003 ESTIMATED	FY2004 PROJECTED
<b>Cases Filed or Reopened</b>					
Criminal	10,353	10,496	9,460	9,582	10,157
Domestic Relations	18,746	15,302	13,691	15,133	15,614
Other Civil	11,274	11,257	12,722	11,230	12,044
Juvenile	5,929	6,728	6,850	6,836	6,913
<div style="border: 1px solid black; padding: 5px;">                     The total number of cases filed in the Circuit Court is expected to increase slightly through FY2004.                 </div>					
<b>Average Days from Filing to Disposition</b>					
Criminal Cases (excludes cases over 360 days)	120	128	114	121	122
Civil Cases (excludes cases over 721 days)	238	228	236	234	234
Juvenile Cases (excludes cases over 271 days)	64	59	52	51	51
<div style="border: 1px solid black; padding: 5px;">                     Since criminal cases require a speedy trial, the average length of time to process a civil case increases as court resources are applied to criminal cases. Efforts to offset this effect include the use of retired judges to hear civil cases and adherence to firm differentiated case management trial dates. Strict statutory time lines have kept the length of time required to resolve juvenile cases low.                 </div>					
<b>% of Cases Disposed in Fewer Than 181 Days</b>					
Criminal	75.2	77.6	80.1	79.3	79.8
Civil	42.4	38.4	44	43.2	44
Juvenile	94.0	94.6	94.3	94.6	94.8
<div style="border: 1px solid black; padding: 5px;">                     The right to a speedy trial (within 180 days of arraignment) and differentiated case management have directed appropriate emphasis to criminal cases according to case type and complexity. This general completion rate is expected to continue. Civil trials (with certain exceptions) are not covered by speedy trial rules. Because of their nature and the Court's priority on criminal cases, civil cases tend to take longer to resolve. However, all cases are now subject to administratively established time standards from the State Judiciary.                 </div>					

	<b>FY2002 ACTUAL</b>	<b>FY2003 BUDGET</b>	<b>FY2003 ESTIMATED</b>	<b>FY2004 PROPOSED</b>	<b>CHANGE FY2003-FY2004</b>
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 6,071,821	\$ 6,712,100	\$ 6,454,800	\$ 6,603,800	-1.6%
Fringe Benefits	1,292,986	1,527,000	1,465,200	1,614,000	5.7%
Operating Expenses	2,835,493	2,527,100	2,492,300	2,392,700	-5.3%
Capital Outlay	0	0	0	0	0%
	<b>\$ 10,200,300</b>	<b>\$ 10,766,200</b>	<b>\$ 10,412,300</b>	<b>\$ 10,610,500</b>	<b>-1.4%</b>
Recoveries	(1,067)	0	(900)	0	0%
<b>TOTAL</b>	<b>\$ 10,199,233</b>	<b>\$ 10,766,200</b>	<b>\$ 10,411,400</b>	<b>\$ 10,610,500</b>	<b>-1.4%</b>

<b>STAFF</b>					
Full Time - Civilian	-	116	-	116	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	29	-	28	-3.4%
Limited Term Grant	-	0	-	0	0%

The Circuit Court's FY2004 General Fund budgeted compensation decrease includes the cost of one Master whose salary will be paid by the State. Additionally, the State has fully assumed compensation costs for law clerks, which were partially paid through County funds in FY2003. This decrease is partially offset by the addition of the Drug Court Coordinator and merit increases.

Operating reductions include the cost of jury fees that will be assumed by the State and reductions in contracts.

<b>MAJOR OPERATING EXPENDITURES</b>	
FY2004	
Office Automation	\$ 1,381,500
Books and Periodicals	\$ 265,400
Operating Equipment-Non-Capital	\$ 194,200
Telephones	\$ 181,800
Operating and Office Supplies	\$ 98,300

