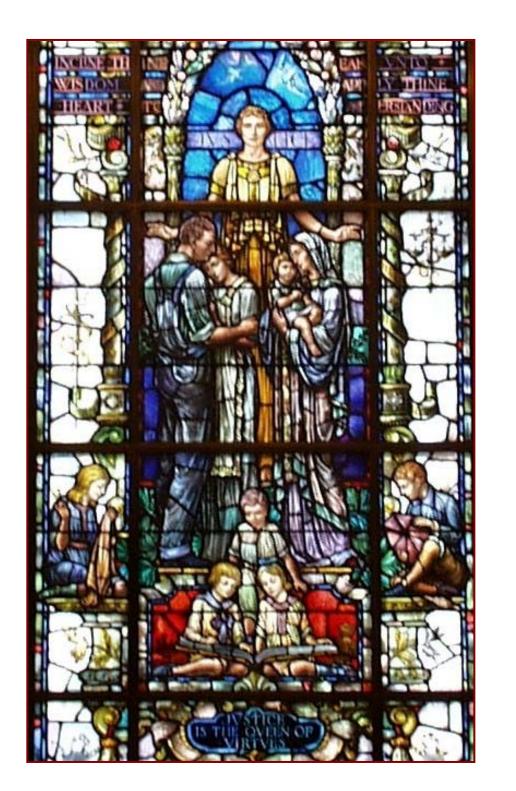


2006 Supreme Court of Pennsylvania



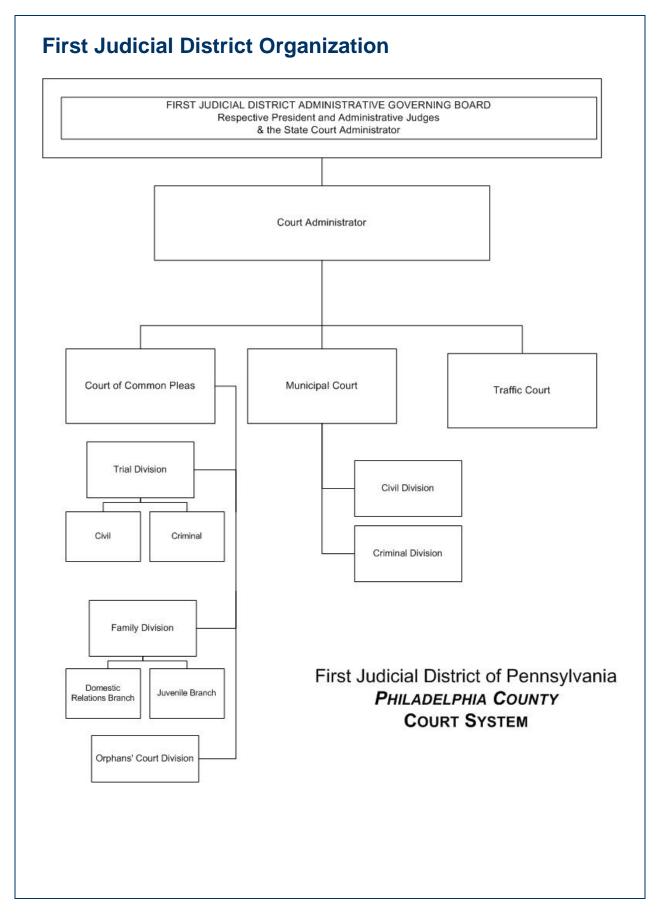
2006 Pennsylvania Supreme Court Justices Top Row, from left: Justice Cynthia A. Baldwin, Chief Justice Ralph J. Cappy, Justice Ronald D. Castille; Bottom Row, from left: Justice Thomas G. Saylor, Justice J. Michael Eakin, and Justice Max Baer.



"Incline thine ear unto wisdom, and apply thine heart to understanding. Justice is the queen of virtues." -Stained glass window at the elevator lobby of the Family Court Building

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The First Judicial District of Pennsylvania and Its Origins

Today's First Judicial District judges and employees are carrying on a mission that first began in this country over three hundred years ago when, within a year of drafting his original plan for the City of Philadelphia in 1682, William Penn presided over an early session of Orphans' Court in 1683. At that time, the Orphans' Court had jurisdiction over three counties that today are part of the State of Delaware. This was the beginning of the court system in Philadelphia and Pennsylvania. Philadelphia Courts were functioning even before the present-day boundary between Pennsylvania and Delaware was drawn.

The Supreme Court of Pennsylvania, the oldest in America, was established with the passage of the Judiciary Act on May 22, 1722 (although that bill was not officially approved by the English crown until five years later). The Pennsylvania Supreme Court pre-dated the United States Supreme Court by 67 years.

The Judiciary Act of 1722 also established the Courts of Common Pleas in Pennsylvania, including the Philadelphia Court of Common Pleas that is operating today. For perspective, a little over 50 years later, the Declaration of Independence was signed in 1776, and thirteen years after that, the United States Constitution was ratified in 1789. In the meantime, the War for American Independence resulted in the Treaty of Paris in 1783 that established the Commonwealth of Pennsylvania as a state in the Independent United States of America.

Soon after, the First Judicial District of Pennsylvania (FJD) – along with four other Commonwealth District Courts – was formally organized through the Judicial Reorganization Act of 1791. Maps from that time indicate that the jurisdiction of the original First Judicial District extended to include Bucks, Montgomery, and Delaware Counties as well as Philadelphia.

Today, 320 years after its genesis, the court system in Philadelphia is still functioning as judicial services are administered through the continuing and dedicated effort by the judges and employees of the First Judicial District.

The First Judicial District: Philadelphia Courts Today

In Philadelphia, the FJD structure comprises three courts: 1) the Court of Common Pleas; 2) the Philadelphia Municipal Court; and 3) the Philadelphia Traffic Court. Each court is led by a President Judge. Common Pleas and Municipal Court President Judges are elected by their peers from their respective benches, and the President Judge of Traffic Court is appointed by the governor.

The largest court, the general jurisdiction Common Pleas Court, is divided into three Divisions: 1) the Trial Division, with Criminal and Civil components; 2) the Family Division, consisting of the Juvenile and Domestic Relations Branches; and 3) the Orphans' Court Division with jurisdiction over probate and cases involving incapacitated individuals. Each of the Common Pleas divisional elements is overseen by an Administrative Judge appointed by the Supreme Court of Pennsylvania. The Philadelphia Municipal Court structure has two constituent parts; the Civil and Criminal Divisions.

Traffic Court benefits from the leadership of a President Judge and an Administrative Judge. Altogether, there are three President Judges and four Administrative Judges in the Disrtict. They, along with the State Court Administrator, form the eight-member FJD Administrative Governing Board – the central management authority for the FJD.

Management Overview

The decisions made at the uppermost levels of FJD management affect business throughout the Courts of the District. The FJD is led by the Administrative Governing Board; the Office of the Common Pleas Court President Judge; and the Office of the Court Administrator.

The Administrative Governing Board: Composed of the three President and four Administrative Judges with the State Court Administrator, the Administrative Governing Board manages the business of the Courts of Philadelphia.

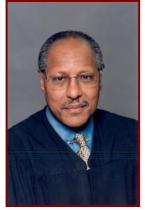
The Office of the President Judge of the Court of Common Pleas: Some of the services overseen by this office affect the judiciary throughout the courts and divisions of the District. In addition, President Judge C. Darnell Jones, II is the Chair of the Administrative Governing Board.

The Office of the Court Administrator: This position was created by the Supreme Court of Pennsylvania in 1996. David C. Lawrence was appointed the FJD Court Administrator on July 10, 2006. The Office of the Court Administrator oversees many of the FJD administrative and management services such as Data Processing, Human Resources, Management Analysis, Facilities, Financial, and Administrative Services. The Court Administrator attends meetings of the Governing Board, develops solutions to problems, and conceives and implements improvement measures throughout the District.

Greetings from the Chair of the Administrative Governing Board

I am pleased to present this report about the continuing progress of the courts of the First Judicial District of Pennsylvania. While this is an annual report, progress here is often seen on a monthly and even daily basis. Advances continue in the areas of electronic filing for the civil courts, upgraded and comprehensive plans for security and continuity of operations, opening access to court records and ever-expanding services on the Internet.

Although the Philadelphia Courts have been dispensing justice for more than 300 years, and changes have occurred often, there is one aspect that has not been altered in the three centuries in which the courts have existed: the



C. Darnell Jones, II Chair, Administrative Governing Board President Judge, Court of Common Pleas

dignity and respect of the court as an institution and the citizens' belief in its existence and necessity. Thousands of litigants, counsel and the general public rely upon the quality of service rendered by those who comprise the First Judicial District. This confidence in the courts as an independent arbiter has endured in a continuous line throughout the entire history of the Philadelphia Courts from 1683 to the present day. First Judicial District judges and employees indeed have a work ethic and commitment that will continue to guard and revere the public trust.

We are therefore honored and proud to present our continued accomplishments and our ongoing commitment to the highest ideals of justice for all.

Greetings from the Court Administrator

he year 2006 brought with it significant changes in court leadership. Judge C. Darnell Jones, II assumed the position of President Judge of the Court of Common Pleas and Chair of the Administrative Governing Board following the completion of the term of President Judge Frederica A. Massiah-Jackson. Additionally, Joseph A. Cairone, career court employee and Court Administrator since 2002 opted for a welldeserved retirement.



David C. Lawrence Court Administrator

The FJD and its judges and employees touch the lives of tens of thousands of citizens each year. The various courts and divisions of the District deal with a wide assortment of legal issues ranging from those that are fairly straightforward to others that are highly sophisticated and complex matters. This is accomplished through a highly professional judiciary and the dedicated service of its employees. Each court and division is constantly seeking creative ways to deal with increasingly complex demands and competition for scarce resources. Innovations such as Zone, Treatment and Gun Courts, as well as expanded services for families are examples of how our court responds to its ever-changing environment.

I offer my congratulations and thanks to all who made 2006 another year of success in the FJD's proud history.

Administrative Governing Board

2006 Administrative Governing Board

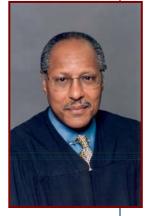
The First Judicial District Administrative Governing Board (AGB) is the Philadelphia Courts' version of a Board of Directors. The membership includes the President Judges of the three courts that constitute the District: the Court of Common Pleas, the Philadelphia Municipal Court, and the Philadelphia Traffic Court; and four Administrative Judges that help lead the three divisions of the Common Pleas Court of Philadelphia (the Trial Division, the Family Division, and the Orphans' Court Division) and the Philadelphia Traffic Court. The State Court Administrator rounds out the membership of the AGB. Together, they work with the FJD Court Administrator to conceive, develop, and carry out the operations of the First Judicial District.

Honorable C. Darnell Jones, II

Chair, Administrative Governing Board

President Judge Court of Common Pleas

. Darnell Jones, II was elected President Judge of the Court of Common Pleas in December 2005 and took office on January 10, 2006. He was appointed Chair of the Administrative Governing Board of the First Judicial District by the Supreme Court shortly after his election as President Judge. That body is the coordinating body for all of the FJD courts: Common Pleas, Municipal and Traffic. Judge Jones has been a judge in the Court of Common Pleas in Philadelphia, Pennsylvania since 1987. He has held various positions on the court, including: managing judge of the Adult Probation and Parole Department, member of the Judicial Education Committee, presiding judge and Co-Coordinating Judge of the Homicide Division, presiding judge in the Major Civil Trial Division. He served as a presiding judge in the Commerce



Case Management Program (Business Court), and also has served as a Supervising Judge of the Philadelphia County Grand Jury. Prior to becoming a judge, he practiced law at the Defender Association of Philadelphia, where among other responsibilities, he served as chief of the Family Court Division. Immediately prior to becoming a judge, he worked for the Citizens Crime Commission. Judge Jones obtained his bachelor's degree from Southwestern College in French, and his J.D. degree from American University, Washington College of Law.

He is a member of University of Pennsylvania American Inn of Court. He has been teaching since 1991 in law school, graduate school, and continuing legal and judicial education. Judge Jones instructs in the areas of trial advocacy, court administration, jury selection, evidence, capital cases and juvenile law. He has previously served as an adjunct professor at St. Joseph's University's Graduate School, Temple University School of Law and The National Institute for Trial Advocacy, and has been an adjunct

professor of law at the University of Pennsylvania Law School since 1993. Judge Jones is an alumnus of The National Judicial College and joined the faculty in 1998. Judge Jones is a member of the Supreme Court of Pennsylvania's Commission on Capital Education. He currently teaches Handling Capital Cases for the National Judicial College, the Supreme Court of Pennsylvania's Capital Case Initiative program, and Criminal Evidence for the National Judicial College.

Judge Jones has received the distinguished Thurgood Marshall Award for excellence, the Brandeis Law Society Award for Community Service, and Judge Jones was named one of the 500 leading judges in America by Lawdragon magazine in 2005. In October 2006, he was elected to the Board of Directors of the American College of Business Court Judges at their annual meeting at the Brookings Institute in Washington, DC. President Judge Jones is married, the father of five children, and a member of Zion Baptist Church.

Honorable Louis J. Presenza

President Judge Philadelphia Municipal Court

ouis J. Presenza has been a Judge of the Philadelphia Municipal Court since 1982. He was retained for office in 1989, 1995, and 2001 with a better than ninety-five percent approval rating from plebiscites conducted by the Philadelphia Bar Association. In 1996 he was appointed the first Supervising Judge of the Court's Criminal Division during which time he formulated and chaired the Philadelphia Treatment Court Planning and Implementation Committee, which established the first drug treatment court in the Commonwealth of Pennsylvania. In 1999, his colleagues elected him President Judge and in 2004 he was unanimously re-elected to a second term.



During his twenty-four years on the bench, Judge Presenza has chaired or cochaired many committees, panels, commissions, and boards addressing issues such as preliminary arraignment, prison population management, and alternatives to incarceration. He has participated in panel discussions on Driving under the Influence, Violation of the Uniform Firearms Act, and Domestic Violence. He has lectured at Continuing Legal Education seminars on Municipal Court practices and procedures and has been a guest speaker at many national symposiums lecturing on drug court policies and initiatives. Judge Presenza has served as a peer reviewer for the United States Department of Justice Office of Justice Programs and Caliber Associates. He has also served as a faculty member for the Justice Management Institute and provided technical assistance for The American University Clearinghouse and Technical Assistance Project. He serves as a faculty member for the United States Department of Justice and the National Drug Court Institute conducting workshops and training programs for drug court professionals. Judge Presenza is a founding member of the Pennsylvania Association of Drug Court Professionals and served consecutive two-year terms as its inaugural president. He is the immediate past Chair of the Board of Directors of the National Association of Drug Court Professionals (NADCP).

Judge Presenza has received awards from the Philadelphia Coalition for Victim Advocacy, the Pennsylvania Conference of State Trial Judges, the Justinian Society, the Lawyers' Club of Philadelphia, and the Caron Foundation. He was recently inducted into

the National Association of Drug Court Professionals' Stanley M. Goldstein Drug Court Hall of Fame in recognition of his leadership, service, and preeminent contributions to the drug court field. Also, in 2006 Judge Presenza was the recipient of the Justice William J. Brennan, Jr. Distinguished Jurist Award. It is reserved for Judges who have made a significant, positive impact to the quality of Justice in Philadelphia.

Honorable Thomasine Tynes

President Judge Philadelphia Traffic Court

Judge Thomasine Tynes was born and educated in Philadelphia, Pennsylvania. In 1989 she was appointed by Governor Robert Casey to serve as a judge of the Philadelphia Traffic Court. She was subsequently elected by the voters. In March of 2005, Governor Edward G. Rendell appointed her as President Judge of Traffic Court. Judge Tynes has seventeen years of distinguished service as the longest sitting judge of the court. She also has the distinction of being the first African-American female ever to serve as a Traffic Court Judge and to be subsequently appointed as the first President Judge of the Philadelphia Traffic Court – both unprecedented milestones. Her reputation as a fair and dedicated jurist has prevailed throughout her career.



She achieved a degree in Minor Judiciary Law from Wilson Law College and a Bachelor of Arts Degree from Roosevelt University.

Before serving in the judiciary, Judge Tynes was Director of the Congregate Housing Services Program from 1983 to 1989. This federal pilot program was funded through the Philadelphia Housing Authority and provided seniors with medical, nutritional and legal services, along with homemaker skills to facilitate independent living within a controlled environment. She was Controller of a multi-million dollar sportswear conglomerate in New York City. She was proprietor and CEO of a successful automobile retail business, and earned a single-engine pilot's license. She is, as well, an accomplished real estate entrepreneur. She has been an honored host of WHAT-AM (1340) Radio-talk entitled "Rappin' with the Judge", a program with an informational format describing the Traffic Court Process and the public's rights.

Memberships: As President Judge of the Philadelphia Traffic Court she is currently a member of the Administrative Governing Board of the First Judicial District of Pennsylvania. She was Treasurer and Assistant Secretary of the Clifford Scott Green Judicial Council (a chapter of the National Bar Association), a member of the American Bar Association, the Pennsylvania Bar Association, the Philadelphia Bar Association, and a member of the National Coalition of 100 Black Women.

Following are Accommodations, Recognitions and Awards:

- Featured in Jackson Advocate Newspaper, Jackson, Mississippi, in September 21-27, 2006
- Featured in Atlanta Voice of Atlanta, Georgia, publication of July 26-August 2, 2006
- Gadangme Educational & Cultural Foundation of Pennsylvania Community Service Award, December 29, 2006

- Berean Institute 107th Founders Celebration Honoree in Recognition of Being A Living American History Maker–February 2006
- Featured in Jet Magazine December 2005
- Philadelphia Comprehensive Center for Fathers Life Changing Moments "Making a Difference Award" – 2005
- Madame C.J. Walker Award (from the Pennsylvania Chapter of the National American's Heritage Society) 2000
- African American Movers and Shakers Award 1998 and 2005
- Sisters in Touch, Philadelphia Black Women's Health Project Certificate of Appreciation, April 27, 2002
- Recognition as one of Philadelphia's Most Influential Leaders by the Tribune Magazine January 2002
- Pennsylvania Breast Cancer Spokesperson "67 Women 67 Counties: Facing Breast Cancer in Pennsylvania" exhibit, touring the Commonwealth – 1999
- WDAS-FM's Women's History Month Honor 1999
- Inductee into the African American Legends Hall of Fame
- A charming participant on Bill Cosby's Show "You Bet Your Life" 1992 and many more prestigious Awards and Honorariums.

Judge Tynes resides in West Philadelphia and is active in the community. She was previously president and currently serves as treasurer of the condominium council where she lives. She was also the 2004 president of the River Park House Chapter of Deborah Hospital. Judge Tynes has served the Philadelphia public since 1968 and will maintain her commitment and dedication to build a better environment, both in the community and in her work as a judge.

Honorable James J. Fitzgerald, III

Administrative Judge, Common Pleas Court Trial Division

James J. Fitzgerald, III was born June 4, 1939 in Boston, Massachusetts. He graduated from the University of Pennsylvania (B.A.) in 1962, and from Villanova University School of Law (J.D.) in 1966. He was Executive Vice President of the Greater Philadelphia Chamber of Commerce from 1986 to 1990, and Chief Counsel for the Pennsylvania Liquor Control Board in 1980 and 1981. He was a City Controller candidate in 1979, and an Assistant District Attorney from 1967 to 1979. Administrative Judge Fitzgerald is a member of the Philadelphia Bar Association, the Pennsylvania Bar Association, the St. Thomas More Society, and the Brehon Law Society. He received the University of Pennsylvania Alumni Merit Award in 1989. In 2005 he was awarded the



Brehon Law Society's Award for Judicial Excellence. He was elected judge of the Court of Common Pleas in November of 1989. Judge Fitzgerald is married to Carol Fitzgerald and they have three grown children — Melissa, James J., IV, and Craig — and two grandchildren, James V and Russell. James J. Fitzgerald, III has been a judge for the past seventeen years. He has served seven years in the Major Criminal Trial Program, four of which were spent in the Homicide Division. He most recently served as supervisor of the Major Criminal Case Calendar Program. He was appointed

Administrative Judge of the Common Pleas Court Trial Division by the Pennsylvania Supreme Court in February, 2002.

Honorable Kevin M. Dougherty

Administrative Judge, Common Pleas Court Family Division

Judge Kevin M. Dougherty was appointed Administrative Judge of Philadelphia Family Court by the Supreme Court of Pennsylvania on December 31, 2005. As Administrative Judge, his responsibilities include overseeing the Juvenile Branch, the Juvenile Probation Department, the Domestic Relations Branch and the population of the Youth Study Center. Judge Dougherty was appointed a Common Pleas Judge in 2001 by Governor Thomas Ridge and was subsequently elected in 2002. His original assignment was and continues to be Family Court. Prior to becoming a judge, he was a Philadelphia Assistant District Attorney, worked in private practice, and served as a Special Master to the Philadelphia Family Court Truancy Program. In addition to his

Administrative duties, Judge Dougherty is Vice-Chair of the Juvenile Court Judges Commission, Vice-Chair of the Pennsylvania Supreme Court Domestic Relations Procedural Rules Committee; Co-Chair of the Mayor's Blue Ribbon Children's Behavioral Health; a member of the Mayor's Children Commission of Distinguished Leaders in Philadelphia; the Mayor's Educational Task Force; the Board of Judges Committee for Glen Mills Schools and the Youth Study Center, the Gender Bias Implementation Committee, and the Pro Bono Committee.

Honorable Joseph D. O'Keefe

Administrative Judge, Common Pleas Court Orphans' Court Division

The Supreme Court of Pennsylvania appointed Judge Joseph D. O'Keefe as Administrative Judge of the Orphans' Court Division in December, 2000. He was elected to the Court of Common Pleas in November of 1983 and re-elected for a second ten-year term in 1993 and a third ten-year term in 2003. Judge O'Keefe previously served as Supervising Judge of the Complex Litigation Center from January of 1999 to December of 2000 overseeing all Mass Tort programs, Asbestos, Major Non-Jury, Arbitration Appeals, Landlord Tenant Appeals and the Penn-DOT Appeal cases. Judge O'Keefe was the Team Leader of the Day Forward 1995 Program from January, 1997 to December, 1998. Judge O'Keefe has



also served as the Civil Motion Judge for a three year period and spent ten years in the Criminal Section of the Trial Division. As Administrative Judge of the Orphans' Court Division, Judge O'Keefe worked to modernize court processes through technology and the Internet. He implemented a new case management and docketing system and improved access to the court through the addition of forms, materials and references to the Orphans' Court website. The Judge has sought out the assistance of, and improved



relations between, the Probate Bar and the court. Judge O'Keefe received his B.S. from St. Joseph's University in 1966 and his J.D. from Duquesne University in 1973. The Judge sat on the Pennsylvania Supreme Court Orphans' Court Rules Committee from 2002 to 2004 and has been a regular participant in continuing legal education seminars.

Honorable Bernice Ann DeAngelis

Administrative Judge, Traffic Court

In 1991, Judge Bernice DeAngelis was elected Judge of the Philadelphia Traffic Court and assumed office on January 6, 1992. In May of 1996, she was appointed by the Supreme Court of Pennsylvania as Administrative Judge of the Traffic Court and a Member of the First Judicial District Administrative Governing Board. She served in this capacity until December, 2000. In February 2005, the Pennsylvania Supreme Court again appointed Judge DeAngelis as Administrative Judge of the Philadelphia Traffic Court and as a Member of the Administrative Governing Board.



Judge DeAngelis studied and was certified as Judge of the Philadelphia Traffic Court at Wilson College, Chambersburg. In 1992, she attended the American Bar Association Seminar at Georgia State University of Law. In 1993 and 1999, she attended classes at the National Judicial College in Reno, Nevada; also in 1999, she attended the American Bar Association Seminar at Tulane University School of Law, New Orleans, Louisiana. In 2000, she attended the American Bar Association Seminar at Northwestern University School of Law in Chicago, Illinois.

Zygmont A. Pines, Esquire

Court Administrator of Pennsylvania

ygmont A. Pines, Esquire was appointed Court Administrator of Pennsvlvania on October 18, 2000; Acting Court Administrator of Pennsylvania, January - October, 2000. Chief Legal Counsel, Administrative Office of Pennsylvania Courts, 1991-99; Assistant Chief Attorney, Superior Court of Pennsylvania, 1978-91; Chief Legal Counsel to Governor's Commission on Judicial Reform, 1987-88; Adjunct professor, University of Pennsylvania, 1986-91; Adjunct professor Villanova Law School, 1984-85; Private practice, 1975-78. Mr. Pines is the author of various publications on criminal justice, appellate procedures, ethics, and court security. Member: Judicial Council of Pennsylvania; Pennsylvania Judicial Council's security and strategic planning subcommittees; Governor's Pandemic Advisory Council; Pennsylvania Commission on Crime and Delinguency; Pennsylvania Association of Court Management; Administrative Governing Board of Pennsylvania's First Judicial District (Philadelphia); Pennsylvania's Investment Advisory Board; Department of Justice-Sponsored National Advisory Board/Judicial Education Project on Victims' Rights; Co-chair of Conference of Chief Justices/Conference of State Court Administrators Joint Committee on Security and Emergency Preparedness; Conference of State Court Administrators (COSCA) Board of Directors; COSCA Regional Mid-Atlantic Committee; National Center for State Courts Board of Directors; National Association for Court Management; B.A., Wilkes College, 1970; J.D., Cleveland State University College of Law, 1974 (cum laude); LL.M., University of Pennsylvania Law School, 1978. He was born July 15, 1948, Wilmington, Delaware.

First Judicial District Summary of 2006 Court Administration Highlights

Management Development Program

Management Development Handbook: In 2006, the Management Development Program produced a handbook titled "Succession Planning: Preparing Your Court for the Future." The handbook provides information to help other courts cultivate talented employees to replace the original class of court administrators, many of whom have reached, or are nearing, retirement age. The guidebook includes tips for success and some of the lessons learned from experience in the First Judicial District.

Lunchtime Roundtable Discussions: The Management Development Program also conducted another in the popular series of Lunchtime Roundtable Discussions. The topic was "*Traits of Effective Leaders*." The goal was to help prepare future court administrators to become more familiar with what will be expected of them by identifying the characteristics of successful leaders.

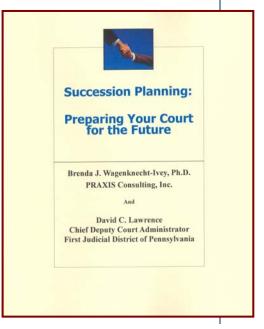
Expanded Intranet

Judges and employees continued to receive the benefits of technology through expansion of the District's Intranet system. Employees are able to check their available leave balances, receive their current pay stubs and review prior earnings statements in a secure on-line environment.

Reports from the various courts and divisions, court schedules and judicial education programs are features appearing regularly that are designed to enhance communication throughout the District. Work on a new fresh look and format for the District's Intranet Page was begun in 2006.

IT Strategic Plan

The advent of a statewide Criminal Case Management System prompted District leaders to assess the longterm strategic plan and establish a goal of standardized computing platforms and architecture wherever possible. Highlighted below are some major systemic changes and innovations that have had a substantial positive influence on the manner and efficacy of the District's conduct of its business.



Above, the Handbook titled Succession Planning: Preparing Your Court for the Future was released early in 2006 as part of the Management Development Program. Below, a flyer advertising a roundtable discussion.



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CPCMS (Common Pleas Case Management System: In 2006, the First Judicial District made significant advances toward the goal of establishing standardized computing platforms and architecture. Bolstered by strong determination and many months of planning, development, and collaboration, the Common Pleas Case Management System (CPCMS) went live in Philadelphia in September 2006, the final step in bringing all of the criminal courts of the Commonwealth on-line with one system.

PCMS (Probation Case Management System): In April 2006, the Probation Department's Case Management System (PCMS) was implemented. PCMS is a project that has resulted in the implementation of an integrated, electronic caseload management system, computerizing the last remaining manual administrative function of the Adult Probation and Parole Department. PCMS is an integral component of the CPCMS.

PARENTS to Banner Parents to Banner is another major FJD technological advance. Implemented in May 2006, the PARENTS to Banner project involved the migration of the older Domestic Relations Cobol-based case management system (PARENTS) to the same platform, architecture, and computing language as the Banner system currently and very successfully used to support the court civil case management system. This move establishes consistency between two major FJD case management systems, and enhances reporting capabilities between the Philadelphia courts and the Pennsylvania State Police in matters concerning domestic violence.

The Lawdragon 500 Leading Judges in America

Four FJD judges listed below were honored by being chosen as among the 500 Leading Judges In America. Lawdragon is an organization that provides an on-line searchable database for attorneys and a quarterly magazine that lists the Lawdragon 500 Leading Judges In America. Entries are based on 20,000 lawyer nominations and the judges' significant contributions to the legal community.

Honorable C. Darnell Jones II — Court of Common Pleas President Judge;
Honorable Louis J. Presenza — Municipal Court President Judge;
Honorable Mark I. Bernstein — Court of Common Pleas Commerce Court; and
Honorable Benjamin Lerner — Court of Common Pleas Criminal Court.

The website calls these judges *"the very best of both the public and private judiciary."* The list includes federal and state judges, plus private judges, arbitrators and mediators. Congratulations to these judicial standouts. We are all very proud of them and their colleagues on the FJD Bench.

Office of the Court Administrator

The Court Administrator is the highest non-judicial leadership position in the First Judicial District. The position was created in 1996, when the Supreme Court of Pennsylvania, in reorganizing the FJD established the Administrative Governing Board (AGB). The Office of the Court Administrator was instituted to complement the Board and carry out their directives, to propose solutions to problems and innovative ideas for improvements, and to oversee the day-to-day management of the District. In July 2006, David C. Lawrence was appointed as the FJD Court Administrator.

There are three groups of individuals reporting directly to the Court Administrator: Deputy Court Administrators; Directors; and Senior Staff Advisors. The Office of the Court Administrator provides centralized management for the major service centers that affect the work of the courts throughout the District, and coordinates the ministerial activities of Deputy Court Administrators (DCA) located in specific courts and divisions of the FJD.

Deputy Court Administrators

There are 12 DCA positions. Four are concerned with cross-court services: 1) Human Resources; 2) Financial Services; 3) Court Reporter and Interpreter Services; and 4) Legal Services. Eight DCA positions have responsibilities focused on the specific divisions of the courts in which they are located, and these are listed below (Two DCAs are assigned to the Juvenile Branch):

- Common Pleas Family Division Juvenile Branch;
- Common Pleas Family Division Domestic Relations Branch;
- Common Pleas Trial Division Civil Section;
- Common Pleas Trial Division Criminal Section;
- Municipal Court Civil Division;
- Municipal Court Criminal Division; and
- Traffic Court.

While the DCAs that are spread throughout the courts report to the Court Administrator, they must also work very closely and respond to the direction of their respective President and Administrative Judges. This dual organizational scheme guarantees individual courts and divisions the benefits of the services of a Deputy Court Administrator and at the same time ensures that their operations are coordinated as key components of the centralized FJD management structure.

Directors

In addition to Deputy Court Administrators, the Court Administrator also employs Directors to oversee operational support services. These include: 1) Data Processing and Management Information Services (MIS) concerned with technology, including the FJD Internet presence and Intranet page; 2) Administrative Services, including Buildings and Facilities; and 3) the Procurement Department with contractual services expertise.

Senior Staff Advisors

Management analysis and other special services also originate in the Court Administrator's Office, including the production of the FJD newsletter, *The Courterly*, along with annual and biennial reports. These publications, training presentations,

charts, graphs, and statistical analyses are the products of two Senior Staff Advisors who have extensive experience and a comprehensive knowledge base with respect to most of the FJD systems. Senior Staff Advisors are also used for *ad-hoc* research assignments, analysis of management reports, and on project management teams. They have been involved with bringing technological responses to caseflow and records management, notes of testimony archival and retrieval, and automated electronic filing (E-Filing) applications.

Cross-Court Services

A wide array of services is managed by the Office of the Court Administrator and these are summarized below:

The FJD Human Resources Office serves the leaders and employees of the Courts through the management of positions, policy improvement, testing, training, and employee compensation and benefits. Data Processing manages and maintains the court mainframe and PC information systems, including a Wide Area Network (WAN) connecting about 3,000 PCs. Court Reporting and Interpreter Services are provided throughout the District except in Traffic Court. The office of Administrative Services is responsible for the requisition of materials and coordination of maintenance and other services, largely through the Building and Facilities Department charged with upkeep, maintenance, and renovations of various Court-occupied structures. The Financial Services Office provides the Court Administrator and other leaders with valuable information needed to support sound management decisions, offers links with other branches of government and funding sources, and responds to the directives of the Administrator. The Senior Staff Advisors conduct studies of large systems and programs, identify problems, and support the Court Administrator and Deputy Court Administrators by implementing projects and solutions to ensure the timely and efficient provision of Court services to the public. The Deputy Court Administrator for Legal Services responds to litigation and all legal matters relevant to the administration of the business of the court.

Administrative Services

Administrative Services provides a variety of support services throughout the First Judicial District. A primary area of concentration is maintenance and facility management. Coordination is provided for maintenance, renovation, construction, and cleaning services. Complete electrical, carpentry, air conditioning, painting, mill shop, cabling, and moving services are also provided.

Administrative Services provides planning, requisition preparation, and liaison services with the City Communications Department for the telecommunications requirements of the FJD. In addition to the installation and maintenance of telephone



Administrative Services personnel

equipment, administration is provided for the over 2,000 telephone mail boxes now

assigned to the FJD. Administrative Services also performs daily testing of the telephone hot buttons and monthly testing and required maintenance of the duress alarm system.

Under Administrative Services, the Microfilm Unit provides complete filming, developing, and computerized access for court records.

Administrative Services processes and provides routing documentation for purchase requisitions submitted by the Offices of the President Judge, Trial Division, and the units under the Court Administrator. Additional duties include arranging with garages for judicial parking and maintaining parking records, maintaining the list of City vehicles assigned to the FJD, and performing minor repairs on courtroom sound systems.

During 2006, in addition to the listed services, FJD Maintenance performed complete renovations of City Hall Courtrooms 232, 243, 253, 675, and 676, as well as the Jury Assembly area in the Criminal Justice Center.

Procurement Department

The Procurement Unit, located in 368 City Hall, continually strives to uphold an established and uncompromising Mission Statement to ensure that all of our customers' needs are satisfactorily addressed with congenial and attentive service through expeditious delivery of quality goods and services at the most economic prices available. To further their objectives, Procurement Unit personnel control First Judicial District purchases of supplies, equipment, and services, and monitor the District's property management through the Inventory Control Division of the Unit. The Procurement Unit is also responsible for the negotiation, implementation, and on-going administration of contracts, licensing, and lease agreements. Throughout 2006, the Procurement Unit routinely extended its established cost saving measures, economical protocol, and expertise in order to fund on-going technology enhancements, training, and space improvements throughout the FJD. In addition, Procurement Unit staff served as active members on various project management teams for each of the following 2006 FJD projects:

- The Adult Probation Case Management System ("PCMS");
- The Commonwealth's Common Pleas Case Management System ("CPCMS");
- Security systems/equipment installation and implementation throughout various District locations;
- Additional enhancements to the Municipal Court Electronic Filing Case Management system ("CLAIMS");
- New electronic ticketing system for Traffic Court ("eTIMS");
- Technology enhancements and new equipment for the Court Data Processing and MIS Departments;
- Complete renovation of the Criminal Justice Center Jury Selection Room;
- Continued success of the annual Juror Appreciation Day;
- An Employee Assistance Program ("EAP") to help ensure the health and wellbeing of all FLEX eligible employees;
- Enhanced cost-saving measures for mail service through the City mailroom;
- Adult Probation Strategic Anti-Violence Initiative; and

• Assistance with prison overcrowding issues through the procurement of approximately 300 additional electronic monitoring bracelets.

Court Reporter and Interpreter Services

Overview

The Office of Court Reporter and Interpreter Services comprises four service centers, each of which provides myriad services to the public and legal community, and to internal customers from within the court system.

The four service centers are: 1) Court Reporting Services; 2) Interpreter Services; 3) the Record Reproduction Center; and 4) the Digital Recording Program. Court Reporter and Interpreter Services employs a total of 142 employees. The Administrative Staff includes 24 full-time employees and 10 part-time employees. The FJD office of Court Reporter and Interpreter Services operates on a budget of \$8 million.

Court Reporting Services

Court reporters are highly trained and skilled professionals who, through the use of stenographic machines, preserve the verbatim record of all proceedings in the First Judicial District (FJD) with the exception of those in the Philadelphia Traffic Court and those preserved through the use of Digital (audio) Recording. Court reporting services are provided in the Common Pleas and Municipal Courts and their constituent divisions.

In the Court of Common Pleas, reporters serve in the Family, Orphans' Court, and Trial Divisions. These divisions handle a wide range of matters including Juvenile Delinquency and Dependency, Adoptions, Domestic Relations, Criminal, Civil and Probate cases. Grand Jury matters, official ceremonies and various administrative events also fall into the purview of court reporters' duties where the preservation of the record is required. Reporters also record testimony in the Civil and Criminal Divisions of the Municipal Court.

Court Reporter Statistics/Real-Time Transcription

The Court Reporter Division employs a total staff of 108 court reporters, of which 93 are full-time court reporters. Their numbers include Registered Merit Reporters (RMR) and Registered Professional Reporters (RPR) who have achieved excellence in stenographic writing proficiency. Also among them are 15 Court Reporter Trainees who have varied levels of experience and have attained, or are working to attain their full certification. *Per diem* court reporters are also included. Court reporters and digital recording technicians provide services to every FJD courtroom in each of the divisions outlined above on a daily basis. In 2006, over two million pages of trial transcripts were produced by court reporters. Approximately one-fifth of the Court Reporter staff are "Real-time" writers and one out of every ten court reporters is a Certified Real-time Reporter.

Real-time transcription involves the simultaneous translation and display of live proceedings utilizing computer-aided transcription. Certified Real-time Reporters are Registered Merit Reporters or Registered Professional Reporters who possess the knowledge, skill, and ability to accurately and immediately translate spoken testimony into the written word that is simultaneously displayed on computer monitors during live proceedings. Real-time Reporters are extremely helpful for hard-of-hearing or deaf people to participate in the judicial process in the courtrooms. In those instances, the deaf or hard of hearing persons utilize computer monitors situated in the courtroom so that they can read an accurate written version of live oral testimony as it occurs. Those real-time writers who are not certified, continue to work towards their certification while honing their other necessary skills in the courtroom setting.

The Court Reporter Division of the First Judicial District of Pennsylvania employs court reporters who are considered the most proficient in their field.

Interpreter Services

The Interpreter Division remains in the forefront of the field by ensuring – to the greatest extent possible – equal access to justice for those individuals who are deaf or of Limited English Proficiency (LEP). To better deploy resources, toward that end, a database is maintained to record and track interpreter assignments, and to monitor costs for each. Accordingly, controls are in place to avoid unnecessary expenses and provide greater scheduling efficiency.

The FJD has also been acclaimed for a progressive and proactive stance towards ensuring due process for persons with linguistic or auditory challenges. To further enhance service quality, Saturday training seminars are conducted for interpreters so that they can become more familiar with legal terminology specific to each court. During training, they also receive instruction about professional and ethical standards to which they should adhere.

In addition, informational sessions have been held for the judiciary to heighten their awareness and provide insight into the process of interpretation in the courtroom. Courtroom personnel are also exposed to similar protocols to increase their proficiency in providing assistance to Judges and interpreters.

The Supreme Court Task Force on Racial and Gender Fairness proclaimed in its 900-page Final Report that the "First Judicial District of Pennsylvania has taken a lead role by initiating a formal court interpreter system. Although Philadelphia County has not yet established certification procedures, it has developed a model that may prove helpful elsewhere in the Commonwealth."

The Court Reporter and Interpreter Division has helped litigants meaningfully participate in the judicial process by providing interpreter services in over 50 languages. By the end of Calendar Year 2006, it is estimated that over \$1 million will have been paid to contract interpreters for sign and language interpretation services.

Court Reporting System (CRS)

The CRS provides electronic archival and retrieval services for transcripts produced by court reporters. ASCII disks that contain completed transcripts are brought to the Record Reproduction Center, date-stamped by the staff, and given to the CRS Technicians. The CRS Technicians place the notes of testimony on the CRS system, which is a central transcript storage server. This server is accessible by judges, assistant district attorneys and public defenders, who enjoy the ease of retrieving and printing completed transcripts from their own offices. They or their staff may also save copies to utilize for drafting opinions.

Record Reproduction Center

The Record Reproduction Center serves many purposes for Court Reporter Administration and many other divisions of the FJD court system. As it relates to Court Reporter Administration, the Center's primary function is to ensure the efficient reproduction of all transcripts produced by court reporters and digital recording transcribers. The Record Reproduction Center also prints notes of testimony for courtappointed counsel and other private parties who do not have access to CRS system the (See Court Reporting System (CRS), above).

In addition to the Record Reproduction Center functions related to court reporting, the Center



Record Reproduction Center Staff with Deputy Court Administrator Janet Fasy (Center: (l-r) Paul Belfield (Supervisor), Gary Irvine, Stanley Wilson, Jr., and Frank Greco.

also provides the following services to the court system:

- provides printing services to all the constituent divisions and departments of the Common Pleas, Municipal, and Traffic Court systems;
- archives and retrieves raw steno notes and other court-related materials from the Iron Mountain Storage Facility; and
- assists judges, attorneys and private citizens regarding matters pertaining to the court system.

Digital Recording Program

The Digital Recording Program was implemented in January of 2004 to serve as an adjunct to the First Judicial District Court Reporter and Interpreter Services headed by Deputy Court Administrator Janet Fasy. Recognizing a severe shortage of court reporters, she authorized the creation of the Digital Recording Program that utilizes digital recording software rather than court reporters to record courtroom proceedings. Recordings are monitored by Digital Recording Technicians (DRTs), who also create log notes of proceedings and testimony, which serve as a guide for transcriptionists who may be called upon to construct a written record of the proceedings.

At present, the Digital Recording Program is used in 17 courtrooms on a permanent basis: 6 in the Domestic Relations (DR) Branch; 8 in Family Court; and 3 in the Criminal Justice Center. The Digital Recording Program staffs from two to five courtrooms per day where Violation of Probation hearings are conducted. The total number of courtrooms staffed by DRTs for all case types varies from 17 to 23 per day.

The administrative staff of the Digital Recording Program consists of a Supervisor, a Technology Specialist; and a Transcript Coordinator. The Program

employs a staff of 13 full-time DRTs, and 11 other part-time employees on an as-needed basis. They rely on specialized software.

From a technological standpoint, the Program has progressed significantly over the three years since its inception. Initially, all recordings were stored on compact disks. But starting in late 2006, several courtrooms were connected directly to a server where files may be stored. Eventually all digital courtrooms will be connected directly to the server, thereby eliminating the need to store large numbers of disks in the office. The Technology Specialist maintains the server on a daily basis for the Digital Recording Program, and Municipal Court Administration courtrooms that house Domestic Relations computers. His expertise is also used to assist court reporters with computer troubleshooting issues.

With regard to transcript production, the statistics below show the total number of transcripts produced for calendar years 2004, 2005, and 2006. Each year the number of transcripts produced has increased, in part due to the increase in courtrooms staffed by digital recording technology, but also as a result of efficiencies in the production and tracking system created and implemented by the Digital Recording Transcript Coordinator.

The process for ordering digital recording transcripts is similar to the process employed when ordering the transcripts commonly prepared by court reporters operating steno machines in courtrooms. People who want written transcripts of digital recordings begin the process by completing and submitting Digital Transcript Order Forms to the Digital Recording administrative offices. The transcript coordinator moves a copy of the audio file from the server to a disk. The coordinator prepares a packet for each case including the disk and all pertinent case information. Packets are then given to transcriptionists who prepare transcripts in Microsoft Word and save them to floppy disks that are provided to the Court Reporting System (CRS) staff in Court Reporter Administration.

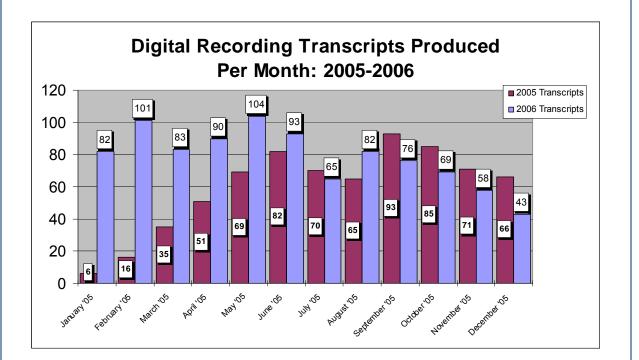
The CRS is a large and robust system for streamlined storage, archival, retrieval, and management of court reporter transcripts and related resources. CRS staff place completed transcripts derived from digital recording audio files on the transcript server. Transcripts are accessed in Portable Document Format (pdf) format by judicial staff, Assistant District Attorneys, and Public Defenders. Hard copies are provided upon request to judges, and private counsel or parties to the proceedings. While each court reporter has control over their individual transcript production, the process and production of all digital recording transcripts – from the receipt of the transcript order form to the completion of the transcript and delivery of transcript if necessary – are monitored centrally by the transcript coordinator.

The goals set forth for the Digital Recording Program for 2007 are as follows.

- 1. Increase the number of courtrooms to be staffed with digital recording computers as warranted.
- 2. Ensure that all courtrooms are configured to the server, thereby allowing for a safer, more efficient and cost-effective system of storing audio files.

Mission Statement

The Court Reporter, Digital Recording and Interpreter Division is charged with providing the legal community and the public at large with service of the highest quality in the areas of court reporting, interpreter services, recording reproduction and digital recording. We accept this charge and pledge to perform our duty with courtesy, cooperation, and professionalism.



Jury Selection Commission

For many people, serving as a juror will be their only direct experience with the court system, and their first contact will likely be with a representative of the Jury Selection Commission. Each year, FJD employees in the Jury Commission administer the system and help the tens of thousands of citizens called upon to serve. Every day, jury commission employees represent the face of the First Judicial District to between 300 and 400 citizens.

Participating in the jury system allows ordinary citizens the opportunity to become directly involved in the court process. Aside from voting, jury participation is arguably the most important civic duty for the average member of the public. It is a privilege that carries great responsibility. In criminal trials where a jury is present, they have the final word as to a person's guilt or innocence, and the penalties that come from the former. In these cases, they have the extreme power to take away someone's freedom – in some cases, their lives. In civil cases too, significant decisions affecting disagreements great and small, sometimes



Juror Appreciation Day Judge Pamela Dembe (left) and Councilwoman Blondell Reynolds Brown.

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involving many millions of dollars, rest in the hands of the jurors. The results of jury deliberations in product safety and medical malpractice cases for example, will affect many people beyond the parties to the litigation.

Lead by the Jury Commissioner, the First Judicial District Jury Selection Commission calls almost 100,000 citizens to appear for court every year. In 2006, just over 79,000 jurors were called in and almost 82,000 were sent to the required courtrooms. (For optimum jury management, jurors sent to but not used in one courtroom in the morning, may be sent to another in the afternoon.)

In 2006 the Jury Assembly Room underwent renovations so that it now contains 320 permanent seats and space for wheelchair accessibility. In addition, 20 movable chairs have been included to change the configuration of the room as required. The renovations were a team operation with Court Operations lending a hand by freeing up two courtrooms for temporary assembly space and assisted by providing the Commission with computer terminals enabling the operation to continue unabated.

Juror Appreciation Day 2006

Every year, the FJD hosts juror appreciation day. This is an important affirmation of the integral role that jurors play in the administration of justice. This is a true symbol of democracy – putting justice in the hands of the people, our peers. This year, Juror Appreciation Day was celebrated on May 4th, with special events, luminaries from local politics and sports, and the leaders of the courts. This year's theme was "*Jury Duty: It's in Your Hands*." Aside from host Judge Pamela Pryor Dembe, jurors on that day also heard speeches from the Mayor; President Judge C. Darnell Jones, II; Administrative Judge James J. Fitzgerald, III; other members of the judiciary, Phillies legend Gary Maddox; and Councilwoman Blondell Reynolds Brown who graciously read a City

Council Proclamation. Jurors also received gift bags with tokens of appreciation for their service including FJD coffee mugs, money-saving coupons, and other gift items.

Data Processing

Employees of the Data Processing Department (DP) are responsible for the operation and maintenance of the court mainframe computer system. The work performed by DP personnel affects operations throughout the FJD. Programmers and analysts working for Data Processing developed and maintain the software applications used for Jury Selection, the Juvenile Delinquency and Dependency Case Management System (JACS), and Municipal Court Civil Judgments.

In addition, Data Processing is responsible for the operation and maintenance of the broad Civil Case Management System, the Orphans' Court Case Management System, the Orphans' Court Electronic Filing System (OCEFS), the



Juror Appreciation Day Phillies Legend Gary Maddox addresses the crowd.

PARENTS Case Management System used in Domestic Relations, and the Court Reporter's Archiving System (CRS) for notes of testimony.

The DP staff develops and maintains the FJD Intranet and Internet sites including applications for electronic Flex options. electronic pav statements, and the webbased Human Resources system where employees can view their personal information including attendance and demographics. The widely used web-based docket access, electronic hearing lists, and attorney activity information are also appli-



First Judicial District Data Processing Unit

cations developed and maintained by DP programmers.

During 2006, Data Processing successfully migrated 40 years of criminal data from the mainframe computer system to the Statewide Common Pleas Court Criminal System (CPCMS) and developed alternate means to maintain the same level of integration with Philadelphia's Criminal Justice Community after the migration. Staff also developed a new and enhanced Domestic Violence management system with direct notification of "Protection from Abuse (PFA) Orders" to the State PFA Database and through to the Pennsylvania State Police. The Philadelphia Register of Wills developed a case management system modeled after the First Judicial Districts Orphans' Court System. Staff developed integrating feeds between the two systems in 2006.

The systems and applications successfully developed and maintained by Data Processing personnel are used extensively by internal and external FJD customers.

Management Information Services

MIS participated in and provided technical support for all of the current FJD technology projects including Digital Recording, Civil E-Filing, Probation Case Management (PCMS), the Statewide Common Pleas Criminal Case Management System (CPCMS), Orphans' Court Electronic Filing System (OCEFS), the new web-based Traffic Court System (e-TIMs), and continuing projects upgrading the network infrastructure. MIS continued to provide 24/7 coverage and support for all FJD locations and responded to approximately 25,000 calls for service and support in 2006.

Office of Human Resources

The First Judicial District of Pennsylvania Office of Human Resources serves the District through the management of positions; policy review, maintenance, and enforcement; testing; training; and administration of employee compensation and benefits for the entire FJD personnel compliment of 2,451 full-time and 218 part-time employees. In addition, since Human Resources also has a great deal of contact with the public, the importance of conveying a positive image of the FJD while building and maintaining public trust and confidence continues to remain a priority of this Department. In the pursuit of providing exemplary customer service throughout the District, Unit functions include, but are not limited to: employee and labor relations; recruitment; applicant processing and testing; appointments; transfers; promotions; and reclassifications. In addition, the office manages payroll administration; benefits coordination and processing; time and attendance management; service connected injuries; maintenance of personnel files; performance appraisal management; training and development; and complaint resolution. Human Resources personnel are also responsible for Title VII investigations; review of disciplinary appeals; monitoring compliance with employment laws; and maintenance of an automated Human Resource Information System.

As a result of its wide array of responsibilities, the Office of Human Resources participated in the following projects during 2006:

- Reaching out to the public through the expansion of recruitment efforts, including annual attendance at job fairs promoting job candidate diversity;
- Improved employee relations through completion of a legal and procedural review of personnel policies and presentation of proposed policy revisions to the Administrative Governing Board;
- Implementation of the Management Development Policy with an initiative to enhance employee knowledge of the courts and improve managerial and supervisory skills;
- Training sessions for supervisors in the application of personnel policies;
- Development and implementation of FMLA procedures and training;
- Supervisory Training Seminars for all supervisors;
- Continued coordination of welfare-to-work and work study programs;
- Continued coordination of CPR/AED certification;
- Coordination of Sensitivity Training seminars;
- Assistance with maintaining the FJD Intranet;
- Institution and availability of on-line pay stubs;
- Processing of online Flex Open Enrollment forms and information;
- Coordinated processing through the City for on-line appointments and separations;
- Coordinated processing through the City for on-line identification cards;
- Development of ABRA manual and training for timekeepers and related personnel;
- Implementation of the Employee Assistance Program (EAP); and
- Research, recruitment, and implementation of New Employee Orientation film.

2006 PERSONNEL TRANSACTIONS			
Applications	Occurrences		
	2005	2006	
Qualifying Test Administered	3,178	3,668	
New Appointments	1,920	1,493	
Promotions/Reclassifications	368	315	
Transfers Within Divisions	322	260	
Transfers Between Divisions	35	72	
Pay Increments Processed	55	17	
Longevities Processed	798	933	
Separations	426	345	
Applications	300	320	
Grand Totals:	7,402	7,423	

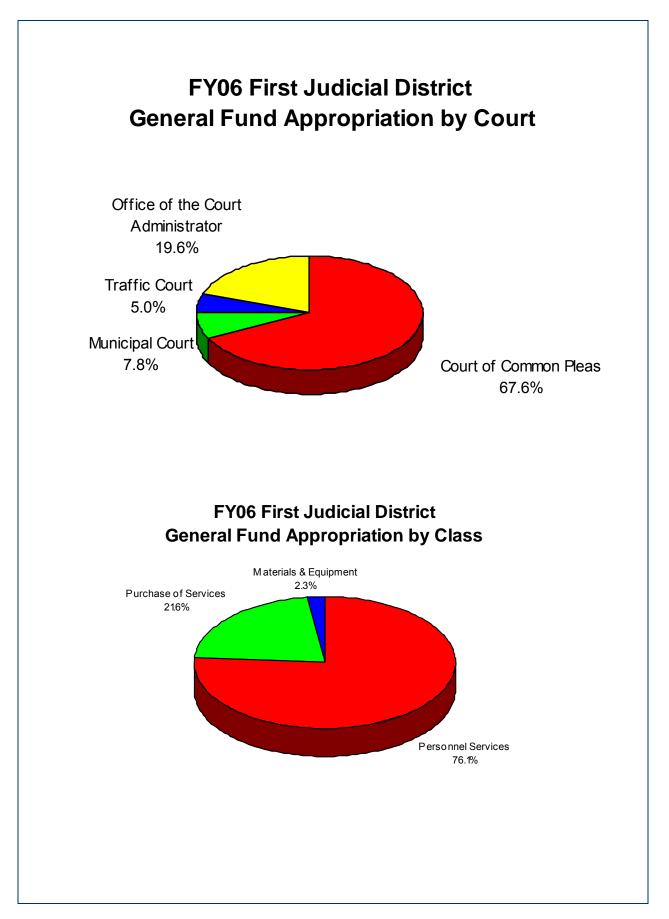
Senior Staff Advisors

Working out of the Office of the Court Administrator, the Senior Staff Advisors are two widely-experienced employees who, along with an administrative officer, are responsible for project management, research and evaluation of statistics and programs, reporting, and the production of FJD publications. Carl Divens, Len Hacking, and Lee W. Swiacki have, at one time or another, worked on projects in all three of the FJD constituent courts. Long term assignments include administration of the Emergency Notification System. production of Annual Reports, and publication of the FJD newsletter, the Courterly. They are available for ad-hoc assignments

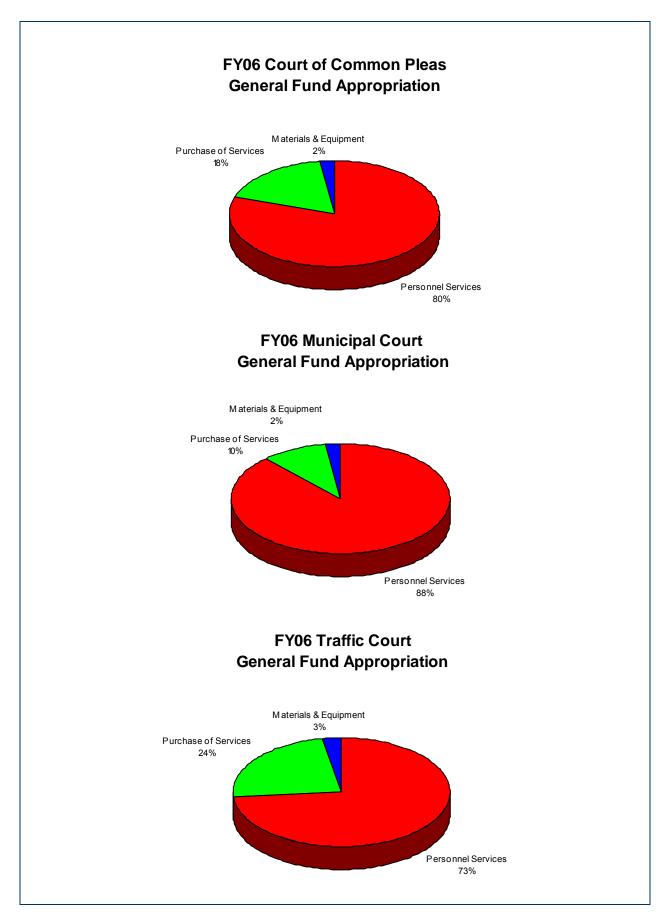


Senior Staff Advisors: (l-r) Senior Staff Advisor Carl Divens, Administrative Officer Lee W. Swiacki, Senior Staff Advisor Len Hacking

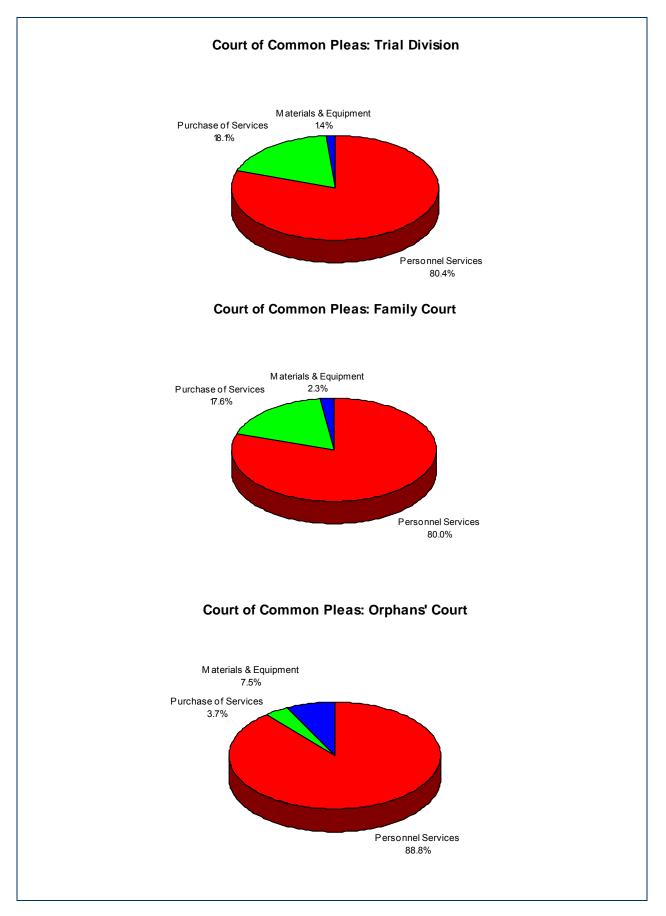
when new systems are proposed for the courts, and as project managers are involved in the development and implementation of the Common Pleas Criminal Case Management System (CPCMS) and the on-line provision of notes of testimony through the Court Reporter System (CRS). Other projects involving the Senior Staff Advisors include: E-Filing for Orphans' Court and the FJD Civil Courts, the FJD Intranet Home Page, various position papers and other writing assignments, Emergency Response Procedures, strike contingency plans, and the FJD Management Development Program.



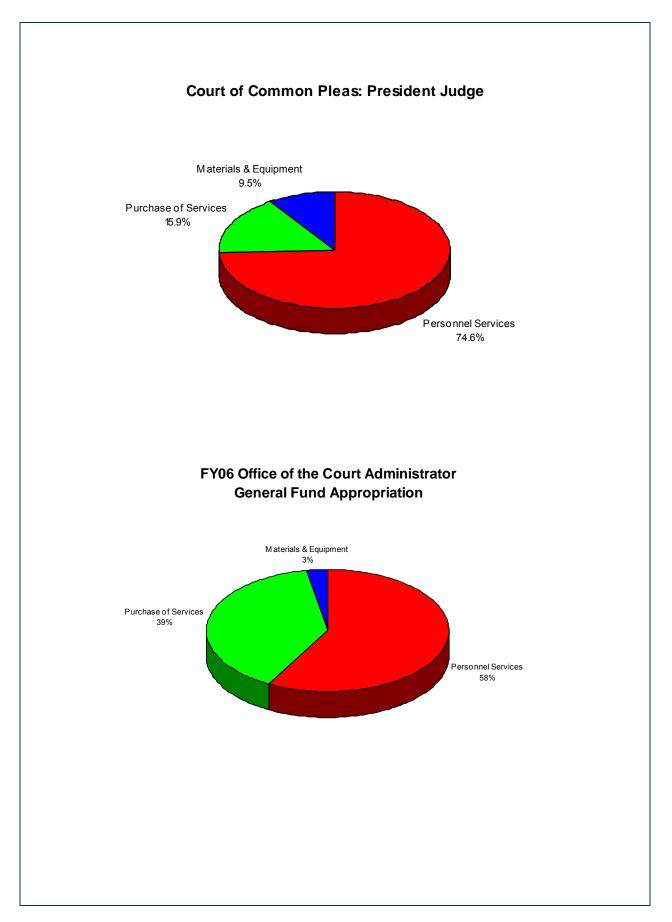
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Court of Common Pleas

They have existed since the colonial charter of Pennsylvania, and are incorporated in the Pennsylvania Constitution of 1776. The Court of Common Pleas of Philadelphia County presently consists of 92 full-time judges and 15 senior judges. Full-time judges are currently assigned to the Trial Division (66), Family Division (23), and Orphans' Court Division (3). Thirteen Senior Judges are assigned as follows: Trial Division (11), and Family Division (2).

The Court of Common Pleas is supervised by a President Judge who is elected for a five year term by the Judges of the Court of Common Pleas. The Honorable C.

Darnell Jones, II was the 2006 President Judge of the Court of Common Pleas of Philadelphia. He was also appointed by the Pennsylvania Supreme Court to serve as Chair of the FJD Administrative Governing Board. The AGB is the coordinating board for the three courts of the First Judicial District with a total of 124 judges in the Court of Common Pleas, Municipal Court and Traffic Court. Judge C. Darnel Jones II was elected by the other members of the Common Pleas Bench as President Judge for a term which commenced on January 10, 2006.

Office of the President Judge

The President Judge:



President Judge Investiture President Judge C. Darnell Jones, II (second from right) is joined by colleagues (l-r) Judge Idee Fox, Judge Esther R. Sylvester, and Judge Allan L. Tereshko.

- initially assigns all newly appointed or elected Judges to one of the divisions of the court, and may request from the Supreme Court the assignment of Senior Judges to help dispose of Philadelphia County's case-inventory, and the appointment of out-of-county Judges to assist the Court in conflict cases;
- directs space allocation within the Court of Common Pleas and assigns judicial chambers;
- is responsible for the implementation of local rules as adopted by the Board of Judges, and for the initiation of administrative orders, directives, or general court regulations as may be mandated or authorized by various court rules and directives, as well as legislative enactments;
- is responsible for preparing an Emergency Judge Schedule assigning a Court of Common Pleas Judge to act on emergency matters during off-court hours, as well as ensuring that Election Court, with numerous satellite locations, is judicially staffed during the primary and general elections in order to enable all citizens to exercise their right to vote;

- supervises the Office of the Prothonotary, the library of the Court (all locations), and the Court Messenger Service;
- supervises all Official Court Reporters, assigning them as needed, and monitors the transcription of notes of testimony which are needed to complete the Court record;
- supervises the Mental Health Review Officer(s) who act on behalf of the Court in hearings pursuant to the Mental Health Procedures Act of 1976, as amended;
- entertains all petitions which seeks to modify monetary judgments issued against defendants accused of criminal offenses, and their sureties, when defendants violate the terms of their bail and fail to appear for court hearings; and
- maintains a Disbarment Docket of local attorneys who are suspended or disbarred by the Supreme Court.

Investiture of the New President Judge

On Friday, January 20, 2006, President Judge C. Darnell Jones, II was formally sworn in as President Judge of the Court of Common Pleas. Held in the Ceremonial Courtroom 653, the investiture included scores of judges who processed into the room accompanied by classical music provided by Prothonotary Joseph Evers. Following an inspired invocation by the Pastor John Croft of the Fellowship Christian Church, remarks from the Bench were provided by Supreme Court Justice Sandra Schultz Newman, and President Judges Emeritus Alex Bonavitacola and Edward J. Bradley. The Bar was represented by Vice Chancellor A. Michael Pratt, Esquire. The oath of office was administered by President Judge Emeritus Frederica A. Massiah-Jackson who was the last to occupy the President Judge's office. In his closing remarks that included references to family, President Judge Jones I encouraged all the members of the court, the administrators and staff to work together to achieve success. This was a moving ceremony, befitting the office, and the message.

Civil Mental Health Program

The Office of the President Judge of the Court of Common Pleas oversees the Civil Mental Health Program. State law requires the President Judge to appoint Mental Health Review Officers who hear civil petitions involving involuntary civil commitments. The hearings are held for the purpose of authorizing involuntary mental health treatment to individuals who suffer from mental illness and pose a clear and imminent danger to themselves or others. Mental Health Review Officers are required to be lawyers with experience in Mental Health matters. One Mental Health Review Officer and six Assistant Mental Health Review Officers were appointed to conduct mental health hearings in Calendar Year 2006.

The Mental Health Procedures Act of 1976, as amended, provides that individuals who have been involuntarily committed under Section 302 of the Act (which does *not* require a court order) must be released within 120 hours unless a petition is filed with the Prothonotary, is heard by a Mental Health Review Officer before the expiration of the 120 hour period, and additional involuntary treatment is authorized by

the Mental Health Review Officer. Ordinarily, when Section 303 petitions are filed, they must be scheduled, heard, and decided within a 24-hour period.

To assist in the filing, scheduling, and disposition of mental health petitions, the Office of the President Judge, with the support of the Prothonotary and the Office of the FJD Court Administrator, developed and implemented an innovative FJD web-based **Civil Mental Health Electronic Filing Program and Case Management System** that is accessible through the FJD website: <u>http://courts.phila.gov</u>. Fully implemented in Calendar Year 2001, the Civil Mental Health Electronic Filing Program provides for the secure filing of all mental health petitions through the Internet by more than thirty mental health providers throughout the Philadelphia area, and a State Correction Institute at Waymart. All communication with the Mental Health Electronic Filing website occurs over a secure encrypted communications channel (SSL), equipped with a firewall. To log on, a First Judicial District-issued User Name and Password must be utilized by every

authorized user. Different user profiles have been created, and each profile has different access rights to the system functionality and the data stored within the system.

Counsel for the parties, the Mental Health Review Officers, and facilities' the treatment representatives are able to view petitions on-line, on a real-time basis. Moreover, each of the Mental Health Review Officers is able to log-on and access their assigned daily hearing lists and pleadings filed in each case. As each case is heard, applicable orders are prepared and filed with the Prothonotary on-line. Service of the pleading and orders issued is accomplished via e-mail which is sent to the interested parties in an automated basis in compliance with the notice requirements of Pa.



Tribute to Judge Massiah-Jackson At the end of her tenure as CP President Judge, a celebration was held in her honor. Pictured, (left to right) are current President Judge C. Darnell Jones, II, former Justice Sandra Schultz Newman, and former President Judge Massiah-Jackson.

R.C.P. No. 236. All parties are able to comply with the time-sensitive requirements of the Mental Health Act and provide the required mental health services to the citizens of Philadelphia County. All Civil Mental Health participants have benefited from this very important initiative completed by the Offices of the President Judge and Court Administrator.

Mental health hearings are recorded utilizing state-of-the-art digital systems that meet the strict requirements imposed by the Court. The digital audio files are stored and maintained as required by record retention policies, and are available for transcription as needed.

In Calendar Year 2006, a total of 5,142 mental health petitions were filed by 30 medical treatment facilities. Hearings on these petitions were conducted at four hearing locations throughout Philadelphia County and also at the State Correctional Institute at Waymart, Pennsylvania. A total of 4,009 cases involved involuntary treatment for up to 20 days; 505 cases resulted in commitments for involuntary treatment for up to 90 days; 480 cases required hospitalization and involuntary treatment for up to 180 days; and the balance (148 cases) involved hearings to determine whether patients' status should be reclassified to permit treatment involving greater restraint (i.e. from outpatient to inpatient treatment, or to a more restrictive facility).

Office of the Prothonotary

The Philadelphia Prothonotary's Office is said to be the oldest continuously held legal office in the Western hemisphere. The title "Prothonotary" has its origins in the Ecclesiastical Court during the Middle Ages and the English Court of the King's Bench. The word "Prothonotary" is a combination of the Greek word "Protos" meaning "first" and the Latin word "Notarius", meaning "scribe or clerk".

The Prothonotary is considered the clerk who keeps records and the Great Seal of the Commonwealth, issues process, enters judgment, and certifies the record. The Office of the Prothonotary was created under the provisions of the Constitution of the Commonwealth of Pennsylvania. The duties, responsibilities, and other provisions of the office are determined by statute. The Prothonotary of Philadelphia is appointed by the judges of the Court of Common Pleas (the Board of Judges).

Organization and Responsibilities

Joseph Evers, the Prothonotary of Philadelphia for the last 12 years, has worked as a supervisor or manager in the Office of the Prothonotary for 29 years. As the Prothonotary, he is ultimately responsible for the processing and maintenance of the millions of documents that directly and materially affect the legal relationships and legal commerce of the citizens of Philadelphia. The position requires extensive knowledge and skills in all areas of the business of the courts including court administration, leadership, informational technology, caseflow management, strategic planning, budget and financing and Human Resources management.

The Prothonotary works under the direction of the President Judge of the Court of Common



Prothonotary Office Administrative Personnel Prothonotary Joseph Evers (second from left) and the administrative personnel of the Prothonotary's Office (l-r) Desiree Vincent, Barbara Cermele, Deputy Prothonotary Bonnie O'Kane, Deputy Prothonotary Stan Chmielewski, and Kristin Wojnar. (Not pictured, Patricia Franklin)

Pleas and the Board of Judges. The responsibilities of the Prothonotary include the daily operation of various units and departments that include First and Second Filing;

Appeals/Certifications; Civil Commencement; Current Records; Finance; Judgment Index; Liens; United States Passport; Older Records; Quality Assurance; Adoption Unit; and Family Court Filings.

The Prothonotary must also determine office and program needs; prepare and present programs and processes for approval by the judiciary; resolve conflicts within the court; and establish and enforce good management practices. Today, and during 2006, the Prothonotary has been co-chair of the First Judicial District Civil Electronic Filing Committee. The objective of this project is to design and implement a web-based electronic filing system that fully integrates electronic filing with an electronic document management system under the existing case management system.

The Office of the Prothonotary continuously evaluates and monitors its efficiency by conducting workload, performance, and statistical studies to ensure that resources and staffing for the Office is sufficient to meet the growing demand for the court services.

In a report issued in September 2004, the National Center for State Courts recognized the FJD Common Pleas Civil Court as "arguably the best-managed large urban civil trial court operation in the nation;" and determined that "the leadership and staff of the Prothonotary's Office have developed effective and efficient operations that serve the Court, Bar and litigants well."

Prothonotary Joseph Evers, also serves on the Executive Board of the Pennsylvania Association of Prothonotarys and Clerks of Court. He is also a member of the International Association of Clerks, Recorders, Election Officials and Treasurers; the National Association of Court Managers; the Mid-Atlantic Association for Court Management; the Pennsylvania Association of Court Management; The Justice Management Institute; the American Management Association; and the American Judicature Society.

Prothonotary Initiatives for 2006

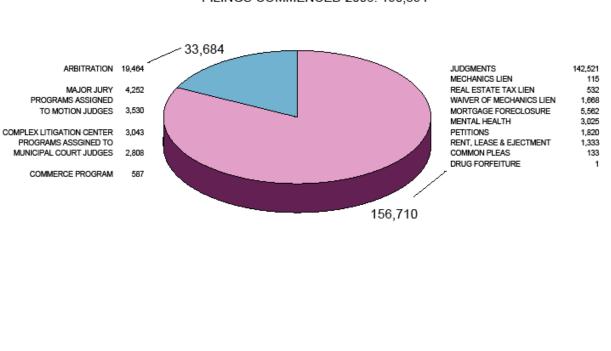
In 2006, the Prothonotary's Office processed more than 191,000 new actions, and more than 700,000 subsequent pleadings and hundreds of U.S. Passports. In addition, the office had collected over \$38.5 million in fees, escrow and costs.

Work on the ambitious Civil Electronic Filing System project also proceeded throughout 2006. This innovative new First Judicial District system will allow the filing of all civil case initiation and subsequent pleadings as a 24/7 operation, further improving our already nationally-recognized civil courts.

(See next page for Prothonotary statistics.)

Prothonotary Statistics 2006

Total No. of Records Housed by Prothonotary	2,929,611
Passport Applications Accepted	653
Photo Copies for Customers	56,053
Certifications Unit	
Subpoenas Issued	28,601
Notary Registrations	2,538
Certification	5,146
Exemplification	275
Finance Unit	
Checks Written	1,121
Refunds	\$160,443.40
Escrow Money Received	\$14,427,735.44
Total Monies Collected	\$39,242,838.08



OFFICE OF THE PROTHONOTARY FILINGS COMMENCED 2006: 190,394

Trial Division of the Court of Common Pleas

side from the ongoing management and disposition of thousands of cases during 2006, the focus for the First Judicial District Trial Division was also directed toward three areas of innovation and improvement: 1) technology; 2) renovation; and 3) a demonstration of appreciation.

Technology I

The Trial Division made two major advances in technology in 2006. First, after years of work and determination, the CPCMS – the statewide Common Pleas Case Management System – went live in Philadelphia County in September. This marked the final step in bringing all of the criminal courts of the Commonwealth on-line with one system. The work of the Supreme Court and the Administrative Office of the Pennsylvania Courts representatives is commendable, as is their dedication and commitment to this multi-year project. From all reports, the migration went as smoothly as could have been expected. In just slightly more than three months in production, most of the migration issues have been resolved.

Technology II

In a second major initiative, the Trial Division – Civil Section embarked on the process of planning and implementing electronic filing (e-filing) in March 2005. Work continued throughout 2006 achieving significant progress in the process. E-filing is the process of transmitting documents and court information to the court through an electronic medium, rather than on paper. Through e-filing, users will be able to send and receive documents, pay filing fees, notify other parties, receive court notices, and retrieve court information. Parties will save the time and costs associated with transporting materials to the courthouse. Users will also enjoy improved access to pleadings and other documents. E-filing promises greater productivity and efficiency along with anticipated dramatic savings and improvements in both the work of the courts and the practice of law. The projected E-Filing Project completion date is January of 2008.

Renovations

In 2006, a significant portion of time was also spent on facility renovations; not all by choice. On May 24, 2006, a fire in the stairwell between the second and third floors of City Hall caused the sprinkler system to be set off on almost every floor of the building. Court spaces suffering the most damage were located along the second and sixth floor corridors. Courtrooms 675, 676, and 682 incurred major water infiltration into carpeted areas and had to be closed. Judicial robing rooms and juror deliberation rooms for courtrooms 253, 453, and 653 incurred varying levels of carpet saturation and were also closed. Water also caused significant damage to walls and plaster in all of the rooms. Nonetheless, carpets were replaced, the rooms were painted, and all had reopened before the end of the year.

The Juror Assembly Room also underwent renovation. After ten years of operation, the Juror Assembly Room in the Criminal Justice Center underwent a needed facelift. Renovations included new paint, new carpet, and the installation of 320 new chairs. The assembly room was closed for approximately three weeks, during which time

citizens reporting for jury duty gathered in a third floor courtroom in the Criminal Justice Center.

Pro Bono Publico Awards

Trial Division leaders also set aside time to recognize outstanding contributions from several members of the Philadelphia Bar Association. As mentioned in last year's report, the Administrative Judge of the Trial Division had, in August 2005, appointed a committee of judges, private counsel and court administrators to explore how the court could encourage pro bono activities among Philadelphia attorneys. In 2006. the Committee decided to create an award to be bestowed by the judiciary on a select few attorneys that judges felt had provided "exemplary" pro bono services. Nominations were made by First Judicial District judges. A sub-committee that consisted of judges and a member of the Bar nominated by the Chancellor made the final selections. On November 15, 2006, the First Judicial District held its inaugural "Pro Bono Publico Award"



Winners of the Pro Bono Publico Award: (l-r) Arthur Jarrett, Anne Maxwell, Daniel McWilliams, and Berton Elmore

Ceremony to applaud the four award recipients for their work in providing outstanding *pro bono* legal services. The award ceremony, which was attended by over 150 attorneys and judges, represented the culmination of the *Judicial Pro Bono Committee* work throughout the year. The *Pro Bono Committee* began 2007 by establishing the First Judicial District Pro Bono Roll of Honor.

Trial Division Administrative Challenges for 2006

The Philadelphia Prison System is bursting at the seams. Facilities designed to accommodate 7,500 inmates are now housing up to 8,800 prisoners. In July 2006, on behalf of the population of inmates awaiting trial while being held in the prison, a federal lawsuit was filed against the City of Philadelphia alleging severe overcrowding and "concomitant dangerous, unhealthy, and degrading conditions." Working through the Criminal Justice Coordinating Committee, justice partners throughout the city have been searching for ways to address the prison overcrowding problem.

In an effort to dispose of more cases, on September 11, 2006, the Trial Division embarked on the *Intensified Criminal Case Disposition Initiative*. There are five key components to the initiative.

- 1. Three courtrooms and three judges were added to increase the court's capacity to dispose of cases.
- 2. The Supervising Judge of the Criminal Section conducted pretrial conferences for cases scheduled for dates at least four months away and rescheduled a significant portion of these cases for earlier dates.

- 3. Strict enforcement of continuance rules application was imposed.
- 4. Trial Commissioners evaluated the inventories of the majors and list programs in an effort to establish earlier trial dates.
- 5. Through meetings with representatives from the sheriff's office, the prisons, the public defender, and the district attorney, Trial Division representatives were able to address several obstacles, including prisoner transport, in order to get court started earlier.

The result of the *Intensified Criminal Case Disposition Initiative* was an increase in court dispositions. However, the problem of prison overcrowding continues to loom and will require a great deal of concentrated attention during 2007.

Looking forward to 2007, the issues concerning people with mental illness coming in contact with the criminal justice system will continue to pose growing challenges in Philadelphia and throughout the country. The major challenge is to best serve this particular population. The First Judicial District Trial Division judges, administrators, and staff spent a great deal of time in 2006 gathering information on what is being



A new class of Adult Probation Officers is sworn in.

done in this field and identifying best practices. The Trial Division will continue to explore ways to divert this population from the criminal justice system, including the possibility of creating a mental health court.

More details about the 2006 highlights and accomplishments of the specific sections of the First Judicial District, Court of Common Pleas Trial Division continues below on the next page.

Trial Division Criminal Section

The Criminal Section of the Trial Division, which is the largest section in the First Judicial District, employs 656 full-time non-judicial staff employees and has a General Fund Appropriation budget of \$33.7 million. Sitting in 43 courtrooms, the Section judicial complement comprises 37 commissioned judges, and 5 senior judges. The departments that make up the Criminal Section are Adult Probation and Parole, Pretrial Services, Courtroom Operations, Active Criminal Records, and Criminal Listings. The executive administration consists of the Supervising Judge and the Deputy Court Administrator. The five departments of the section work together to deliver services in two core areas: court services and community supervision.

The Common Pleas Court Trial Division Criminal Section judges, administrators and employees worked together in 2006 to record some impressive achievements.

Dispositions

In 2006, the Criminal Section operated 43 courtrooms at the Criminal Justice Center (CJC). Judges disposed more than 15,000 felony cases during this period. At an average of about 350 cases per judge, this was an unprecedented achievement. Of those dispositions, over 783 were jury trials: the largest number in the state. Each judge averaged 18 jury trials for the year. This exemplary record of production is the result of hard working judges and staff combined with the utilization of differentiated case management system. The system categorizes cases into one of three tracks differentiated



according to the charges and complexity of the cases. There are three programs: 1) *List Cases* where case characteristics indicate a probable expedited disposition; 2) *Majors Cases* of more serious charges and greater complexity; and 3) *Homicide* cases. The combined application of case management principles and hard work resulted in a very impressive average time-to-disposition of less than 180 days.

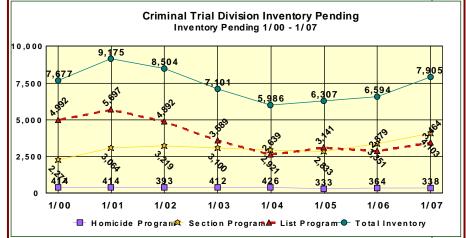
Video Conference Expansion

Video conferencing hearings saves thousands of dollars in costs associated with prisoner transport and housing and court continuances. Video capability was expanded to three CJC courtrooms for a total of four in all, including one courtroom at the Philadelphia prison system. The expansion will further minimize the movement of prisoners and reduce risk while still holding necessary hearings where appropriate.

Offender Supervision

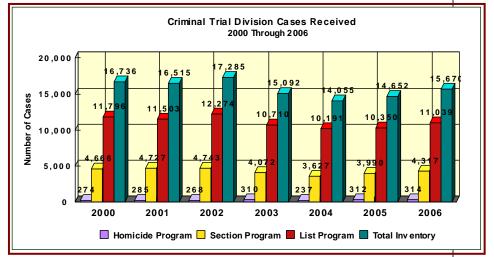
Many improvements were made to offender supervision services. Through coordinated collection efforts, the Adult Probation and Parole Department (APPD) increased collec-

tions of court-ordered assessments by about \$1 million, meaning more restitution flowing back to victims of crime. Late in APPD 2005. the partnered with the Jerry School Lee of Criminology at the University of Pennsylvania to develop a new method for assessing risk that may result in a total re-engineering of our probation depart-



ment. In late 2006, Dr. Richard Berk, an internationally known statistician from the University of California, joined the University of Pennsylvania and this project. Using ten years of probation data, Dr. Berk developed an assessment tool that identifies probationers most likely to kill or be killed. The then-current APPD caseload was examined using this tool and in December 2006, the APPD embarked on a pilot program using the output of this examination to randomly assign probationers identified as likely to kill or be killed to the Strategic Anti-Violence Unit (SAV-U). Probation officers assigned to SAV-U will have a maximum caseload of 15 and supervise this population using an intense, specialized supervision model. A control group has also been identified, a scientific outcome evaluation plan has been developed to assess the effectiveness of this pilot project, and data collection has begun.

The overall APPD caseload is 50,000 offenders most of whom are felons - which distin-FJD guishes the APPD from other county probation offices in the Commonwealth where most offenders are misdemeanants. The FJD Pretrial Services Department (PTS) continues to improve on



the Commonwealth Law Enforcement Assistance Network (CLEAN) project undertaken with the State Police. Begun in 2005, the CLEAN project involves the automatic insertion of information about every Philadelphia Court felony and misdemeanor fugitive (as well as probation absconders) into a statewide fugitive database of about 55,000 defendants. This action alone has resulted in over 1,000 additional apprehensions. In addition, database checks have resulted in tighter security and an increase in the number of applications rejected when individuals with criminal backgrounds, barred from possessing weapons, have attempted to purchase them.

15.262

108

2000

7,431

123

2001

13.6

5.2

2002

20,000

15,000

10,000

5,000

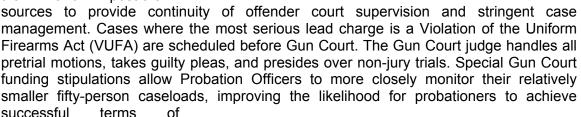
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Number of Cases

Case Management

In addition to the cornerstone differentiated case management programs, two new programs have been instituted to address specific issues.

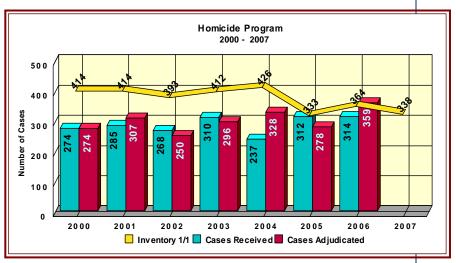
First, Gun Court completed its second full year of operations. Judge Leon Tucker presided over Gun Court in 2006. The Gun Court protocol joins court resources from both pretrial and post-trial



30

successful terms supervision.

The second new development was the development of a framework for implementation of a Zone Court pilot program, scheduled to begin in early 2007. The concept of Zone Court is to list all cases from one geographic area before one judge at one site. In doing so, some justice partners may realize economies of travel. For



Criminal Trial Division Cases Adjudicated

11 6

2003

🔲 Homicide Program 📃 Section Program 📕 List Program 📕 Total Inventory

2000 Through 2006

16.522

9.8

2004

4.996

108

3.88

2005

278

15.036

10

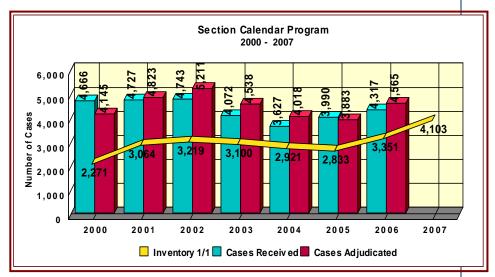
2006

example, the number of courtrooms police officers would have to attend would be drastically reduced. That advantage may drive a concomitant reduction in the number of continuances caused by the failure of witnesses to appear. In Philadelphia, each new criminal case is associated with one of six detective divisions that are further subdivided into police districts. In the Zone Court Pilot project, all list program (expedited) cases in the Northwest Detective Division (consisting of four police districts) were consolidated before one judge. There are 325 cases currently assigned to Zone Court.

Outcomes from the Zone Court Pilot program will be monitored to determine whether it has a positive impact on the timely processing of cases. One possible concern is that perceptions of judicial independence and impartiality must be safeguarded when familiarity develops as the same judges, prosecutors, defense counsel, and police witnesses work together for extended periods of time. However, consolidation of cases and centralization of the operations of several police districts in one courtroom site means that Zone Courts can sometimes lead to cost significant savings to justice partners in addition to other advantages. The Zone Court will employ a defendant supervision model similar to Gun Court.

Common Pleas Criminal Case Management System (CPCMS)

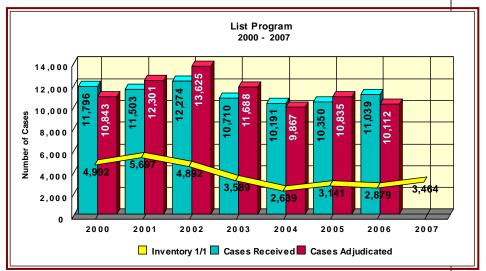
After many years of planning and effort by staff from the Administrative Office of Pennsylvania Courts (AOPC), Philadelphia County Criminal Court Information Management (CCM) was incorporated live into the



statewide Common Pleas Criminal Case Management System (CPCMS) on September 18, 2006. The roll-out went as anticipated. In just over three months in production, most of the issues involved with migration to the new system have been resolved. The one remaining concern, statistics, is being vigorously pursued by FJD personnel along with Dr. Harris of the AOPC and District Court Administrators.

Plans for 2007

In 2007, criminal case time-to-disposition should be improved by further refining the existing differentiated management case system with the newly available CPCMS. At the end of 2007, the third full year of data help in the will evaluation for Gun Court, while one year of data will serve to



provide a start for an examination of Zone Court. Depending on the results and the information gathered after the first six months of Zone Court operation, a second detective division may be added to expand the data available for evaluation. New and

innovative tactics for offender supervision will continue to be explored by the Adult Probation and Parole Department and the Pretrial Services Department, working toward ensuring a safer Philadelphia.

Commemorating Heroism



A plaque commemorating the ultimate sacrifice made by Warrant Unit Sergeant Joseph St. Claire was placed at the site of his death during the spring of 2006. Individuals pictured include from left to right, President Judge C. Darnell Jones II, David Preski escorting the widow Gretchen, and the ranks of the Warrant Unit personnel.



Trial Division Civil Section

During calendar year 2006, Trial Division Civil Section judges and employees continued to efficiently and productively administer justice in Philadelphia. The Civil Section continues to enhance access to justice through the implementation of innovative and progressive caseflow management systems, continuous education for support staff, creation of appropriate pretrial forums, and technological advancements.

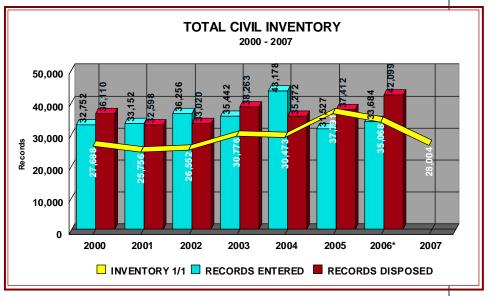
Civil Case Management Programs

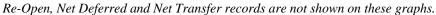
The key to the success of the multi-faceted strategy is rigorous case management. Civil

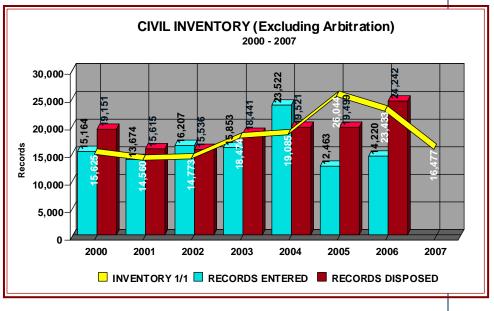
cases are categorized and placed into management programs and activity service centers specifically organized for effective management to reach prompt and precise outcomes. Significant court events are scheduled and deadlines are scrupulously The proenforced. grams include Complex Litigation, Day Forward Major Jury, Commerce Case Management, Motions, Class Actions, Arbitration, Municipal Court Appeals, Code Enforcement and Discovery. These are complemented by the organization of the Case Management and Dispute Resolucenters. tion The Complex Litigation and Arbitration Programs also have their respective service centers.

Civil Inventory

New Filings: Including arbitration cases, the court received a total of 33,684 new







filings during calendar year 2006: a 7% increase over the 31,527 new filings received

during Calendar Year 2005.

Dispositions: There were 42,099 civil dispositions in 2006 - 4,687 more cases than in

Calendar Year 2005 – representing a 13% increase in the overall number of dispositions. Excluding arbitration matters, the court disposed of 24,242 civil cases.

Dispositions Per-Trial Judge: There were 26 commissioned judges and 6 part-time senior judges assigned to the Trial Division - Civil Section during calendar year 2006. Simple calculations indicate that each judge disposed of an average of approximately 63 non-arbitration cases per month - an annual rate of 756 per judge. The high number of dispositions (systemwide and per-judge) is one of many indicators that FJD civil courts eniov strong judicial leadership, a high level of judicial productivity and accountability,



Civil Employee of the Year Claire Kelly is read her award by Civil Supervising Judge Manfredi as Common Pleas Court President Judge Jones and Trial Division Administrative Judge Fitzgerald look on.

and further that they benefit from the dedicated commitment of the Bench to the goals of the various case management programs and the cause of justice.

Records Pending: There were 28,004 civil records pending as of December 31, 2006. The table and chart below provide a snapshot view of the civil inventory at the end of 2006:

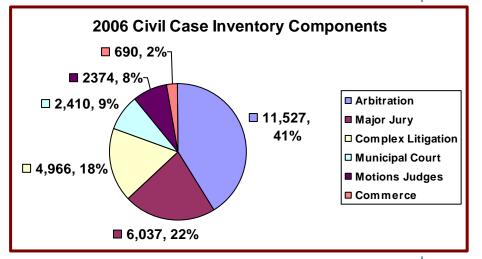
Program	Civil Records Pending	Percent of Inventory
Arbitration	11,527	41%
Major Jury	6,037	22%
Complex Litigation	4,966	18%
Municipal Court Appeals and Code Enforcement	2,410	9%
Programs Assigned to Motions Judges	2,374	8%
Commerce	690	2%
Total	28,004	100%

Commerce Program

The successful Commerce Case Management Program continues to enjoy positive support from the Bar and litigants. This success can be partly attributed to early intervention,

mediation, and attentive case monitoring by Commerce Program Judges and volunteer judges *pro tempore*.

In 2006, Commerce Program Judges disposed of 1,310 cases. A significant number of these dispositions were for cases originating from the Non-Jury Program. The Commerce Program inventory has been subsequently refined to concen-

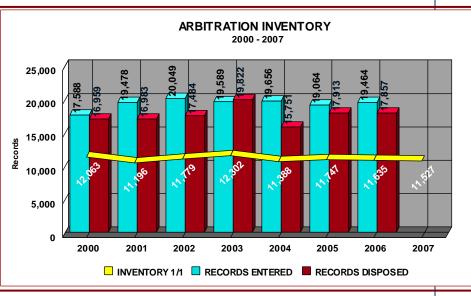


trate its resources on solely commercial matters.

Commerce Program judges continue to provide guidance through their decisions interpreting Pennsylvania Commercial Law. They published 91 substantive opinions in 2006. The Program also continues to experience a very low reversal rate. Of the 38 Commerce Program decisions that were appealed and decided by a higher court in 2006, 32 were affirmed, only 5 were reversed, and one was vacated due to an intervening change in the law.

Complex Litigation Center

The Mass Tort, Asbestos. Major Non-Jury, Class Action, and Appeals Arbitration Programs are managed within the Complex Litigation Center. The National Center for State Courts noted. "the creation and operation of the Complex Litigation Center is clearly one of the Court's major achievements and a substantial service to the citizens of Philadelphia, the Bar and the nation, given the scope of mass tort litigation and class actions."



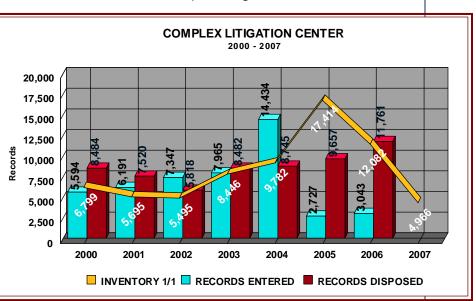
Re-Open, Net Deferred and Net Transfer records are not shown on these graphs.

Mass Tort Litigation

As reported last year, the Mass Tort Section of the Complex Litigation Center continues

to be the focal point of major drug company litigation.

Twenty-four Tort Programs Mass have been successfully completed since the Program's inception. During calendar year LYMErix 2006, the program was completed and there was а substantial reduction in the Phen-Fen case inventory. At the beginning of calendar year 2006. the inventory

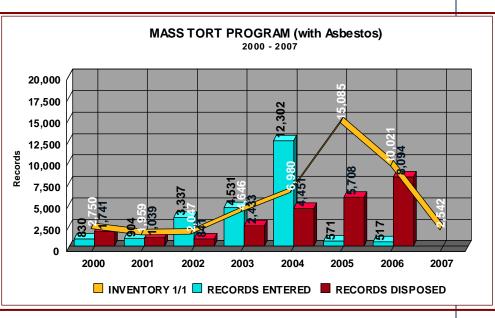


contained 7,578 Phen-Fen filings. Throughout the year, the court disposed of all but 18 of those cases, and they are on track for timely disposition.

With the reduction of the Phen-Fen case inventory, the Hormone Replacement Therapy Program has become the largest Complex Litigation Center Mass Tort Program, taking up 66% share of the total mass tort case inventory. There were 1,680 Hormone Replacement Therapy cases in the inventory at the end of 2006. The Replace-

ment Therapy Program is on track and following the intensive discovery process there, several cases have already been scheduled for trial for 2007.

During calendar year 2005, judges assigned to the Complex Litigation Center disposed of 9,657 cases. During calendar year 2006, they disposed of 11,761 cases - a 22% increase in dispositions.



Re-Open, Net Deferred and Net Transfer records are not shown on these graphs.

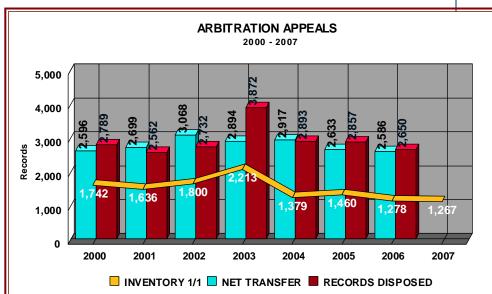
Trials

There were 358 Jury Trials and 320 Non-Jury Trials conducted in the Civil Section of the Trial Division during

calendar year 2006.

Compulsory Arbitration Program

The Compulsory Arbitration Program in Philadelphia County is one of the most successful programs of its kind in the nation. Every civil action filed in the Court of Common Pleas with an amount in controversy of \$50,000 or less (excluding equitable ac-

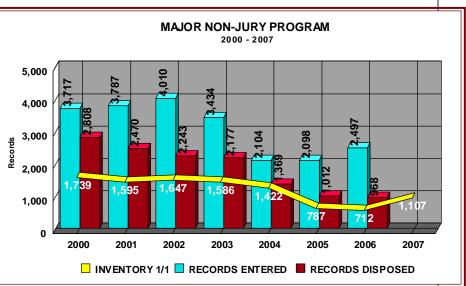


tions and claims to real estate) must first proceed to a compulsory arbitration hearing before a panel of three attorneys who have been certified by the court to serve as arbitrators. Arbitration cases are scheduled for hearings eight months from the date of commencement.

In September 2006, Administrative Judge James J. Fitzgerald, III authorized the first fee increase for court appointed civil arbitrators in over 25 years. The arbitrator's fee increased form (2000)

increased from \$200 to \$225 for a full day of service, and from \$100 to \$125 for a half-day of service. The fee increase became effective on January 2, 2007.

On February 1, 2006, Joseph L. Hassett, Esq., Manager of the Court of Common Pleas Civil Compulsory Arbitration Program was the recipient of the Red Cross Medal and Certificate of Merit, signed the by President of the

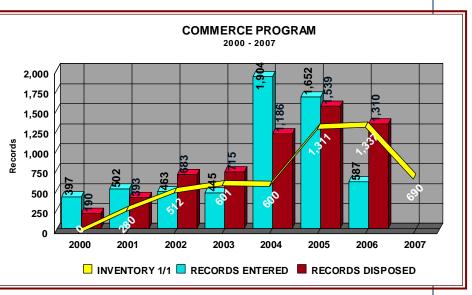


Re-Open, Net Deferred and Net Transfer records are not shown on these graphs.

United States, for saving a life at the Court's Arbitration Center. In addition, he also received a Certificate of Recognition for Extraordinary Personal Action from the Red Cross.

Pursuant to a recommendation of the National Center for State Courts, a security manager was assigned to the Arbitration Center in October 2006 to enhance security at the facility.

The Compulsory Arbitration Program received 19,464 new filings in 2006, which represent a 2% increase in new filings from the previous year. Nearly 17,900 cases were successfully resolved in 2006.



Re-Open, Net Deferred and Net Transfer records are not shown on these graphs.

Office of Civil Administration (Civil Motions Program)

The Office of Civil Administration/Civil Motions Program is an integral part of the civil court process. Most civil cases never make it to the courtroom. Once a civil action is commenced, motions and petitions are filed and ruled on prior to trial. Although trial dates may have been set, cases are most often disposed through the motions process and settlement.

The Office of Civil Administration/Civil Motions Program is responsible for providing processing and maintenance for over 50,000 motions and petitions filed yearly from commencement to final disposition.

The Office of Civil Administration effectively manages other programs including Expedited Non-Jury, Lead Contamination, Code Enforcement, Municipal Court Appeals, Statutory Appeals, Class Actions, Civil Tax Petitions, and Tax Court cases. The Expedited Non-Jury Program, Statutory Appeals Program and Tax Court cases were restructured in 2006 to include specially designed case management guidelines tailored to ensure more efficient handling and processing from their initial filing through final disposition.

Management of the City of Philadelphia Equity cases, which include those arising from the Lead Contamination Program and Code Enforcement Complaints, has been extremely successful. These matters are closely monitored by the City Administration and the presiding judges until final resolution of all violations. These cases are generally disposed within 12 months from commencement.

A more daunting yet critically important task for the successful operation of the Trial Division Civil Section is the distribution of notices to litigants. Each year, the court sends more than 100,000 notices to litigants to advise them to appear for scheduled court events. With the acquisition of state-of-the-art equipment, this process has continued to improve over the past several years.

The Office of Civil Administration strives to ensure access to justice by providing information and assistance to all of its external and internal customers including attorneys and their clients, *pro se* litigants, the judiciary, and other civil operation departments.

Advancements in Technology

Today, technology is perceived as the single most potent force transforming the justice system landscape. Technology in its many facets impacts the types of disputes brought to court; the manner in which trials can be conducted and evidence presented; how court and trial papers are filed, stored and accessed; and how information about decisions is disseminated.

Civil Electronic Filing Project: The success of FJD civil court automation efforts has encouraged judges, administrators, and employees to explore better ways for conducting the court's business through the use of technology and the internet. Technology can increase access to courts, and facilitate their use by citizens. In March 2005, the Civil Section embarked on the process of planning and implementing Electronic Filing (E-Filing). E-Filing is the process of transmitting documents and other information to the court through electronic media instead of paper. Through E-filing, the public will send and receive documents, pay filing fees, notify other parties, receive court notices, and retrieve court information. Parties will save time and the costs of transporting materials to the courthouse. In addition, users will have improved access to pleadings and other documents. E-filing promises greater productivity and effectiveness along with dramatic savings and improvements in the work of the courts and the practice of law. The projected date for completion of this project is January 2008.

High Technology Courtroom: The High-Technology Courtroom in City Hall continues to serve as the location of choice for a multitude of trial and non-trial events. According to all reports, the technology in Courtroom 625 significantly improved the court's ability to handle complex matters where evidence may be difficult to obtain and/or present at trial. State-of-the-art technology has enabled the court to try complex cases in less time than usually allotted for these matters. The courtroom is also used for FJD employee education, training and development programs.

FJD Website: Through the First Judicial District's award winning website, the Section continues to provide the Bar, businesses, *pro se* litigants, and individual citizens with an avenue to important information. Users can gain immediate on-line access to civil dockets, forms, notices to the Bar, court opinions, statistics and publications – such as the comprehensive Civil Administration-At-A-Glance manual. Additional features and links on the web are planned to help the public become better informed about civil court operations and procedures.

Trial Division - Civil Goals and Challenges for 2007

- Move forward with the CP Civil Electronic Filing project. This will include electronic dissemination of all orders, notices, and letters to counsel of record.
- Secure funding to create a safe and comfortable Civil Jury Assembly/Multi-Purpose Room in City Hall.
- Enhance employee accountability and docketing abilities within the Office of Civil Administration (Motions Program).
- Provide adequate resources and staffing for the Trial Division Civil Section to meet the growing demand for court services.
- Continue employee education, training and development programs.
- Continue to educate the public about their civil courts.

Family Division

The Family Division, sometimes referred to as Family Court, is one of the three major divisions of the Court of Common Pleas. The Family Division itself is composed of two major branches: Juvenile and Domestic Relations. During 2006, the Administrative Judge of the Family Division was the Honorable Kevin M. Dougherty, and he remains in that position.

Juvenile Branch

The Juvenile Branch of the Family Court Division of the Common Pleas Court of the First Judicial District processes cases involving juvenile delinquency where minors have been accused of crimes; dependency cases, arising from allegations of neglect or abuse; truancy petitions and those alleging incorrigibility; and adoptions. Several means are used to provide services to youth and their families.

2006 Juvenile Delinquency Operations

Summarized 2006 Delinquency Case Activity and Outcomes:

2006 Dispositions by Proceeding Type

Adjudicatory Hearings (Trials)	8,164
Pretrial Hearings	941
Total	9,105

2006 New Case Disposition Outcomes

Referred Elsewhere	123
Dismissed / Withdrawn	4,620
Probation	2,696
Committed	1,377
Certified to Adult Court	18
Other	271
Total	9,105

Juvenile Court Judges' Commission (JCJC) Juvenile Probation Statewide Case Closing Outcomes

The First Judicial District Juvenile Court is participating in the Juvenile Court Judges' Commission (JCJC) Statewide Probation Outcomes Initiative. As a result, the Philadelphia Juvenile Probation recidivism rate for cases closed out of the system in 2006 continued to show positive outcomes. Of the 2,804 delinquency cases that were closed successfully, eighty-five percent (2,383) completed probation supervision without a new arrest. This success rate equals the 2005 Probation Department effort.

• The median length of supervision increased from 14 months in 2005 to 16 months in 2006 in an effort to ensure greater accountability for probation youth to meet the requirements imposed by Probation and the courts.

- The average length a child spends in out-of-home placement was 12 months in 2006 and remained relatively stable from 2005.
- In 2006, the courts placed 1,377 youth with out-of-home residential care a nearly 10% reduction in the number of such placements.

Balanced and Restorative Justice (BARJ) Outcomes

Probationers in Philadelphia completed nearly 29,000 hours of community service to the city in 2006 – an increase of 9,000 hours of service over 2005 levels. Using minimum wage scales, this calculates to over \$145,000 in services for the neighborhoods and citizens of Philadelphia.



A Treatment Court Grad gets his certificate from Judge Abram Frank Reynolds.

The Juvenile Probation department collected \$260,000 in restitution payments that were dispersed to victims of juvenile crime in 2006. Philadelphia continues to be the statewide leader in restitution collection and payments to victims.

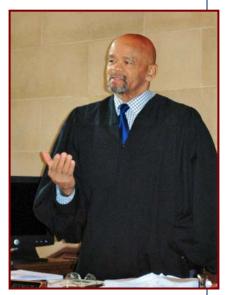
The Juvenile Probation Department collected \$79,000 in court-ordered fines and costs that were forwarded through the Pennsylvania Crime Victims Compensation Fund to victims of juvenile crime.

Juvenile Treatment Court

In September of 2004, the court started a drug treatment court for juveniles. In 2006, there were over 50 participants in the program, which is an alternative to adjudication for felony drug arrests in the Southwest section of Philadelphia. The treatment component organized by the West Philadelphia Mental Health consortium takes approximately 9 months to complete. Thereafter, if the juveniles remain drug free for one year, their criminal records will be expunged. In 2006, 28 youth successfully graduated from the program and all others still remain active in the program. Currently, there are developmental plans to expand this program to encompass the entire City.

Girls Intensive Supervision Unit

The Girls' Intensive Supervision Unit celebrated its second year in operation and the results continue to be impressive. The Unit worked with over 140 youth in 2006 and achieved a 95% success rate. They instituted cutting-edge programming that locks into specific female treatment domains based on best practice research. It is a model



Judge Abram Frank Reynolds presides over a juvenile Treatment Court Commencement Exercise.

program under the direction of Deputy Chief Denise Ray and Supervisor Christine Gibson.



Police – Probation Partnership Here, Chief Juvenile PO James Sharp confers and maps out strategy with representatives of the Philadelphia Police Department.

Police-Probation Partnership

The unit was revamped to increase and better coordinate collaboration with the Police Department to address juvenile crime. The court partnered with the Philadelphia Police Department on the "Safe Schools Initiative", Youth Violence Reduction Partnership (YVRP), Bench Warrant protocols, Priority Corner enforcement, and the COMPSTAT forum to better serve clients and reinforce community safety.

Youth Violence Reduction Partnership (YVRP)

The Youth Violence Reduction Partnership continues to be one of the most progressive and

successful collaborations in the Philadelphia mission to address the most violent offenders in the Juvenile and Adult justice systems. The motto of "Alive at 25" and the annual report have yielded effective results in addressing this population's re-arrest rate and safety of the clients and community. As part of the State and Federal Blueprint for Violence Programs, the YVRP initiative continues to fight the growing issue of guns and youth violence in the City.

Aftercare Initiative

In an unprecedented collaboration between Juvenile Probation and the Department of Human Services, the Aftercare Reintegration Program began on February 1, 2005. This venture is the result of a twovear development project that provides comprehensive aftercare services from the time the iuveniles are committed to institutions until their eventual discharge. This program teams Probation Officers, residential institution providers, and the Philadelphia Youth Network to provide a concerted integrated effort working with family and youth while they are in place-



Some of the Juvenile YVRP Probations Officers with two supervisors seated.

ment. After their discharge from placement facilities, the program provides a wide range of vocational, educational, therapeutic, and community-based services to the youth.

The outcomes for the first 18 months of the initiative have yielded significant results. The program has worked with over 1,500 youth since its inception. The re-arrest rate has decreased by nearly 10% to 17% for involved youth compared to previous years when the rate was nearly 27%. The percentage of Aftercare probationers returned to placement within 12 months of discharge was reduced by 13% from 34% prior to the Reintegration Initiative to 21% following the program's introduction.

MacArthur Grant Award

The Philadelphia Juvenile Probation Department was awarded the prestigious MacArthur Grant in 2005 for its proposed work in the new Aftercare Reintegration Initiative and Graduated Sanctions program. This three-year grant continues to allow for concentrated efforts in the area of graduated sanctions and protocols for youth in the Juvenile Probation Department Aftercare Program. Philadelphia Family Court was awarded the grant through a very competitive selection process. The Philadelphia Juvenile Probation Department is a leader in statewide and national initiatives on aftercare reform through participation as a major partner in the MacArthur Model Systems for Change Initiative.

Parent Orientation to Probation Program

This program serves to help orient parents through their families' involvement with court services when their children have been adjudicated delinquent in Family Court. The program helps to explain protocols, standards and expectations of the youth and parents with respect to Probation Department programs. The goal is to strengthen the collaboration between the Department and the involved families to foster successful probationary periods for children.

Probation Department Strategic Planning

The Juvenile Probation department continues to employ a Strategic Planning model for the Probation Department to address specific areas that together make up a comprehensive organizational roadmap. The specific strategic visions for this year include:

- case Management and Probation Officer Supervision Accountability;
- probation Officer Safety; and
- community Field Probation Initiative.

The strategy group members include Probation Officers and Supervisors. The groups are led by an Administrative Oversight Committee. The Vision Initiatives that have been developed are outlined below.

Strategic Planning, Focus I: *Case Management and Probation Officer Supervision Accountability* – The Philadelphia Juvenile Probation Department typically supervises over 5,700 cases at any given time. To ensure the integrity of the mission, the Department has developed the Juvenile Automatic Computer System (JACS) Supervision Report that outlines all probation officer supervision contact for each Probation Officer each month. This evaluation tool, developed through the JACS system, is a monthly report for field Probation Officers that captures all client contacts and outlines where the visit occurred, with whom, in our efforts to ensure the effective and efficient supervision of all probation cases. This report has become a critical tool to help audit and establish accountability of Probation Department staff and assess work productivity in their work toward meeting youth supervision standards.

In 2006, Probation Officers had an average of more than 6,350 successful client contacts per month. Over the course of the year, 76,200 successful client contacts were documented. This effort surpassed the 2005 total by 3,200 contacts or 4.4%. Since the inception of Case Management and Supervision standards in 2005, the department increased its supervision (through the measurement of contacts) by nearly 40%. These outcomes are especially significant when considered in light of staff reductions over the previous 2 years.

Strategic Planning, Focus II: *Probation Officer Safety in the Field* – Probation Officer safety continues to be a major focus for strategic planners. The introduction of the Safety Committee enabled the Department to address the concerns about Probation Officer safety in a meaningful manner under the direction of Administrative Judge Kevin M. Dougherty. The work of the Probation Department Safety Committee resulted in the issuance of Protective Body armor for all Probation Officers, as well as Badges, Safety Training, Priority Corner notification, timely revision of field and building safety protocols, and the development of Probation Officer critical incident reporting to address the issues of field safety for staff.

Strategic Planning, Focus III: *Community Field Probation Initiative* – In an unprecedented effort to maximize Probation Officer community based-supervision, the Community-Based Field Initiative was developed for implementation in the spring of 2007. This initiative is directed toward integrating Probation Officer field-visit supervision into the fabric of the community, school, families, and a wide range of community-based providers to ensure better supervision and delivery of treatment services to probationers and their families. The Court teamed with the Philadelphia Recreation Department, Philadelphia School District, Philadelphia Safe and Sound, Philadelphia Youth Network and a host of community providers and linkages to provide comprehensive and more intensive services to young people under supervision. The intent is to increase youth competency, accountability, and to safeguard the community.

Random Moment in Time Study

Since October 2003, the probation department has been involved in a combined State and Federal program to research operational functioning of probation departments across the country. This program entitles participants to funding for probation services. Income generated through participation will go toward probation program and departmental needs. Last year the program generated over \$2 million for the city and probation services.

DNA Testing

As part of Act 57 outlining the DNA testing of all youth adjudicated of a felony offense, the Probation Department and the Youth Study Center Intake Unit along with private providers conducted 1,050 DNA tests in 2006.

Juvenile Dependency Operations

Dependent Court uses Time-Certain Block Scheduling to improve operational efficiency. Cases are divided among four time blocks throughout the day. Attorneys and social workers are expected to commit to only one courtroom during each time block in order to ensure their availability and reduce the number of continuances due to the failure of parties to appear.

Dependent Court subscribes to the practice of One Family / One Judge. Accordingly, the offices of both the City Solicitor and the Defender Child Advocate have formed attorney teams for each courtroom. This enables the judges and attorneys to develop a greater depth of understanding and provides the added benefit of continuity of representation because they follow each child's case from initial filing to ultimate discharge.

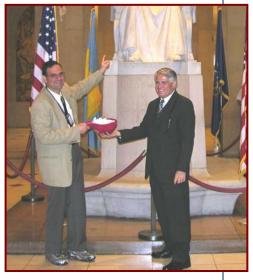
The Court Listings Unit monitors individual judicial caseloads and caseflow patterns. The assessment and oversight provided allow for an equitable distribution of cases into the courtrooms and maximizes the benefits of time management. Efficient scheduling also allows judges to dedicate quality time on the specific issues of each case in the adjudicatory, reunification, permanency, and termination of parental rights stages of dependency proceedings.

Pre-Hearing Conferences

To better serve all of the dependent courtrooms, Family Court utilizes two full-time Pre-Hearing Conference Rooms. In the Philadelphia Frontloaded Dependency Court Model,

most new court cases begin with Pre-Hearing Conferences that involve all parties. Facilitators moderate. Assessments of the root problems causing the child abuse or neglect are made. Expectations of the court are explained and responsibilities are delineated. A representative from Behavioral Health is present to assess MH/DA needs. Of 1,466 Pre-Hearing Conferences held in 2006, 1,047 resulted in full agreements on topics and outcomes includina placements, visitation, behavioral health evaluations, and various services. Resolving these issues at the outset holds out hope for family preservation or reunification. Additionally, in the interest of judicial economy, the cases settled with agreements avoid lengthy adjudicatory hearings.

The Pre-Hearing Conference Coordinator assures that conferences are scheduled in a timely manner, that counsel is appointed for all relevant parties, and that conference cases are distributed evenly throughout available courtrooms. The Coordinator also notifies Behavioral Health personnel of upcoming listings so that they are able to prepare in advance for each case. Besides the parent(s), legal guardian(s) and witnesses,



Family Division Administrative Judge Kevin Dougherty decided to have a raffle for Phillies tickets and on May 18th Deputy Court Administrators Glenn Bozzacco (right) and Mario D'Adamo randomly picked out 10 winners who each received 2 tickets to a game in May, 2006.

conference participants include representatives from the Department of Human Services, the Office of the City Solicitor, the Defender Association Child Advocate Unit or Court Appointed Private Counsel for Children, parents, or legal guardians. Behavioral Health Professionals and a Good Shepherd Mediation Facilitator also participate.

Frontloaded Dependent Court Process

Philadelphia's Dependent Court has successfully implemented the elements of the Frontloaded Model of Case Processing. Prior to the initial hearings, all attorneys are appointed, all parties are provided with a copy of the petition through timely notice, and the parents and children are contacted by their counsel. Pre-Hearing Conferences are conducted immediately prior to the initial adjudicatory hearings. As a result, approximately 72% of cases arrive at the first adjudicatory hearing as agreements, thus cutting down on court time. Additionally, by front-loading services, children proceed towards permanency more quickly.

On-Site Behavioral Health Services

Behavioral Health and Drug and Alcohol services serve all dependency courtrooms. Master's level clinicians from the Behavioral Health System Family Court Unit staff the Pre-Hearing Conferences. Prior to the conferences, they research the treatment histories of family members named in the Dependent Petitions that bring them to court. At the Pre-Hearing Conferences, clinicians are then able to identify behavioral health needs, arrange for evaluations and treatment for family members, and make informed recommendations to the Court. This preparation avoids unnecessary duplication of services. From calendar 2006 Pre-Hearing Conferences, clinicians arranged for 611 psychological, psychiatric, and family evaluations. An additional 705 evaluations were ordered at court hearings, for a total of 1,316 for the year.

On-Site Clinical Evaluation Unit

Through the support of the Philadelphia Health Management Corporation, Dependent Court has an on-site Clinical Evaluation Unit that assesses family members for drug and alcohol problems, refers them for treatment, and provides the Court with progress reports for subsequent hearings. In 2006, they conducted 930 substance abuse assessments. Currently they are managing the cases of 1,072 people in drug treatment. Referrals for evaluation and treatment also come from judges in subsequent hearings and the Behavioral Health and Clinical Evaluation Units respond accordingly.

The Philadelphia Court Model of providing early access to treatment services has drawn praise as one of the most promising programs in the field from national child welfare experts.

Permanency

The court is concentrating efforts to comply with guidelines set forth in the Adoption and Safe Families Act (ASFA). The ASFA recommends that there is a need to proceed expeditiously with either Termination of Parental Rights or Permanent Legal Custody for children who have been in placement for at least 15 of the previous 22 months. If children cannot be returned to their parents, they should have an alternative permanent home. Permanency reports are distributed to inform judges whether children on their caseloads have achieved permanency within the previous month.

In addition to distributing permanency reports to the judges, the lawyer Juvenile Dependency Case Managers conduct two different kinds of conferences to ensure that permanency is timely achieved.

Pretrial Conferences are held approximately 90 days before contested Termination of Parental Rights hearings to make certain that judicial orders are being followed, that witnesses are prepared, that exhibits are ready, and that the cases are ready to proceed.

Case Management Conferences are scheduled for cases in which children have been in placement for 36 months or more despite their having had a goal of Reunification. The purpose of the conferences is to determine whether Reunification is truly the proper goal, and if not, to change the goal and proceed accordingly.

Dependent Court Special Programs and Projects

The Court works closely with the Department of Human Services to develop programs that respond to identified needs. Through the *Court Improvement Project*, the Court also invites collaboration from social service provider agencies, legal service agencies, and private court-appointed attorneys to raise standards and practices for representation of children and parents in Dependent Court. Additionally, best practices training has been provided for other Dependent Courts in Pennsylvania under the Federal Court Improvement Project.

A workshop on *Standards for Respectful Conduct* was offered in September of 2006. In the spirit of cooperation, all courtroom staff, including judges, attorneys, social workers, clerks, and court officers were invited to take part. Participants reviewed possible courtroom scenarios and discussed best practices for resolving difficult situations.

The Older Youth Protocol was developed during 2006 in collaboration with other stakeholders. It is intended as a guide to better serve older youth and to ensure successful transitions from dependent foster care to independent adulthood. All parties involved in any child's care and legal proceedings organize to work as a team prior to Court. They investigate and resolve protocol issues such as employment, housing, budgeting, health insurance, and other problem areas where Court intervention would be most helpful. The new protocol will be piloted in 2007 in one of the two specialized review courtrooms.

The specialized review courtrooms are: O Court, where a judge has been designated to hear *Another Planned Permanent Living Arrangement* (APPLA) cases; and L Court, where a Master oversees *Accelerated Adoption Review Court* (AARC) cases. The latter are designed to expedite the adoption finalization for children once parental rights have been terminated.

Dependency Petitions Filings

During 2006, 3,800 new petitions were filed and 27,485 court hearings took place.

Children and Youth Services Adoption Branch

Adoption Branch staff are responsible for filing, processing, and scheduling termination of parental rights and adoption proceedings. Final Adoption decrees are granted during some of these hearings. In some cases however, terminations are filed and completed in Philadelphia County, but the resulting adoptions are finalized in other jurisdictions.

Adoption Branch staff also process Petitions for Registration of Foreign Births and Gestational Carrier cases. In addition, a search coordinator is on staff to assist adoptees who are seeking to locate their biological parents.

From January 1, 2006 to December 31, 2006, 406 Adoption Petitions were granted.

Accelerated Adoption Review Court (AARC)

AARC uses a specialized courtroom to examine cases where parental rights have been terminated but adoption has not been finalized. The purpose of this courtroom is to aggressively assist with case management and where possible expedite the adoption process. All parties to the proceedings are required to appear in an effort to resolve persistent issues that present impediments to adoption. This courtroom is staffed by a full-time permanent Master, who while managing case flow is also adept at resolving problems because of his familiarity with procedures and problems that may arise in Adoption proceedings.

Court Nursery

Each Sunday, court-ordered supervised visitation is conducted in the Court Nursery located at 1801 Vine Street. Supervised visitation orders are generated from both Domestic Relations and Juvenile Branches. Three sessions are held; 9:30-11:30 AM; 12:00-2:00 PM; and 2:30-4:30 PM. Families are screened through metal detectors and security guards and/or deputy sheriffs are in attendance. Two nursery aides facilitate the sign-in procedure and monitor the visits.

In April of 2000, new procedures and regulations were implemented to enhance the reporting component of this supervised Visitation initiative. Each family has a folder which should contain their court order, sign in sheets and any incident reports. Presiding Judges are provided with nursery reports prior to the next scheduled court date including all the information contained in the nursery folders.

An innovative component of Sunday visitation is the collaboration between Creative Arts therapists, The Please Touch Museum, the Department of Human Services, and Family Court to provide art, music, and dance movement therapy for families involved in supervised visitation. This adds an engaging modality to the nursery program and helps develop stronger relationships.

Reasonable Efforts in Assessment, Access and Prevention (REAAP) Unit

The REAAP Unit seeks to provide an early intervention alternative for young people who might otherwise become involved or placed in either the dependent or delinquent

systems. REAAP is a valuable resource in the probation continuum.¹ This is the court system's front line effort to keep children from court-ordered programs and yet still provide them with Community Services.

REAAP facilitates services to parents who directly contact Family Court advising that their children are incorrigible, truant, using drugs, or engaging in a host of negative behaviors. Parents often believe that their only avenue to obtain services would be to have their children arrested or to leave them on the doorstep of the Department of Human Services.

In addition, the REAAP Unit is able to provide services to those juveniles who are temporarily placed on deferred adjudication status and interim probation. Utilizing REAAP in this fashion benefits families by engaging them in an easily accessible referral process to immediately access community based services. Judges may utilize REAAP prior to making an adjudication of delinquency to determine how juveniles respond to intervention.

Cases commence with assessments conducted by Family Court social workers. Upon completion of the assessments, parents and children are linked with the agencies that will best address their particular problems. The provider agencies include: Girls, Inc.; Community Advocates' Association for Children and Youth (CAACY); Caring People's Alliance (CPA); Congreso de Latino Unidos, Inc.; Counseling or Referral Assistance (CORA); George Junior Republic Preventive After-Care; and Philadelphia Youth Advocacy Programs (PYAP).

ACT 53 cases and "under-ten" petitions are also handled by REAAP staff. ACT 53 cases involve children who need treatment for drug abuse issues. The Act provides for commitment to drug treatment centers without an adjudication of delinquency. The "under-ten" petitions involve children under the age of ten who are alleged to have committed delinquent acts but because of statutory limits cannot be charged in the delinquent system due to their age. In 2006, REAAP received 1,493 referrals. Of those cases, 573 were successfully diverted from the court system to other community-based services. There were 417 cases assigned to probation officers and agencies for service. The remaining cases were uncooperative and did not keep their scheduled appointments.

Functional Family Therapy

In April, 2001, a dynamic component was added to the REAAP Unit. In collaboration with Temple University School of Psychiatry, Family Court provided multi-systemic therapy to families in their homes. (This service was provided as a result of a grant but funding was not renewed.) However, families coming in for service through the REAAP Unit received service when appropriate until November 1, 2006. In 2006, the Unit provided services to approximately 200 families. REAAP personnel will be working diligently to partner with another agency to again begin providing this valuable service to our children and their families.

¹ Even though REAAP is not a part of the delinquent system it is currently staffed by probation officers. The work that these officers due is a valuable part of this continued effort.

Project START (Stop Truancy and Recommend Treatment)

Project START targets juveniles aged 10 to 16 with 8 or more unexcused absences.

Hearing Officers preside over court hearings conducted at eight different sites throughout the City. Hearing Officers try to identify services that might be of some help and the cases are reviewed within 60 days by a facilitator. The facilitator then determines if the families and children have complied with the services. If the children remain truant facilitators also decide whether court intervention may be necessary.

In reviewing this protocol, it was determined that for the next fiscal year, the DHS social worker facilitators will handle the initial case listings. Based on the circumstances of each case, they will decide which services to put in place. The hearing officers will then follow up and review the cases to measure compliance and determine whether



Truancy Unit Staff (front row, left to right) Joyce Talotta, Linda Richard (Acting Supervisor), and Melvenia Howie. Top row (left to right) are Steve Morales, Pete Fitzsimmons and Manny Matsos

further action – either within the Unit or via a formal court hearing – is required.

The rooms where the hearings take place have been designed as courtrooms. The hearing officers and/or facilitators seek to determine the cause of the child's truant behavior and they order services that have been contracted by the Department of Human Services, specializing in the delivery of truancy and delinquency prevention services. If the case is referred to 1801 Vine Street court sanctions may be imposed.

Court Action

Depending on the reason for the failure to correct the truant behavior, the Court may determine that more intensive services are required and the parents can be assessed a fine and/or community service. In some cases, the court may conclude that dependent petitions should be filed. During the first four months of the school year from September 2006 until January 31, 2007, 4,617 hearings were conducted. During that time, Project START addressed a total number of 2,758 students from 2,665 families. By the end of the school year in June 2007, projections indicate that the Truancy Unit will have heard 9,340 cases.

Family Court and the department of Human Services are collaborating to expand the project for this new fiscal year. More than twice as many families are expected to be actively involved and Truancy Unit personnel plan to make every effort to provide community-based and faith-based services to all the children and their families.

Parent Project®

The Parent Project® runs from 10 to 16 weeks training parents. The program is designed specifically to help parents of difficult adolescent children. The curriculum teaches established and proven strategies for identification, prevention, and intervention of negative adolescent behavior; poor school attendance and performance; alcohol and other drug use; and other problematic behaviors.

In a classroom setting, parents attend and learn to manage teen behavior problems at home. Over 15,000 families have attended Parent Project® nationwide. The Parent Project® is the largest court-mandated, diversion program of its kind in the nation.

Staff from the Family Court Probation Department and the Department of Human Services were jointly trained in this model. The founders of this initiative came to Philadelphia and for one week trained 60 people to deliver these services. For the past four years, sessions have been held throughout the City including sites at the courthouse, churches, community centers, and elsewhere. The facilitators are dedicated and the parents enjoy this meaningful and effective intervention.

Domestic Relations Branch Mission Statement

he mission of the Domestic Relations Branch (DRB) of the First Judicial District of Pennsylvania Common Pleas Court is to efficiently administer cases involving paternity establishment, child and spousal support, divorce, child custody, and domestic violence. The DRB utilizes modern case management principles to: enhance timely case processing; increase performance measures; collect child support; establish paternity; and secure medical support for children. Most importantly, the Domestic Relations Branch is devoted to bringing justice to the public it serves.

Responsibilities

The Domestic Relations Branch has varied responsibilities in responding to complaints and petitions that can be broadly categorized under: Child and Spousal Support, Divorce, Child Custody, and Domestic Violence.

Support: Child and Spousal support cases have three components: 1) establishment of paternity; 2) determination of the support obligation; and 3) enforcement.

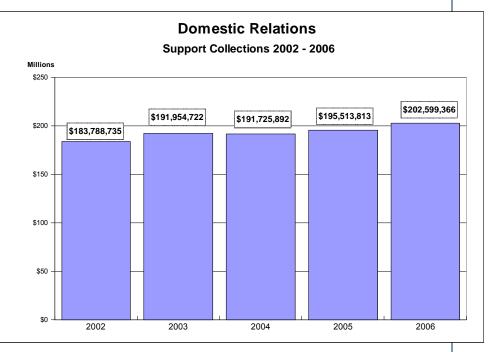
Paternity: For children born out of wedlock, establishment of paternity is the first step toward determining the child support obligation. Paternity can be established in one of four ways: 1) voluntary acknowledgement of paternity; 2) genetic testing; 3) default paternity establishment; and 4) in-hospital voluntary paternity establishment.

Obligation: In determining support obligations the amount of support – child support, spousal support, or alimony *pendente lite* (suspended by the lawsuit, or in effect until the outcome of the case is determined) – is awarded pursuant to procedures under the Rules of Civil Procedure and determined in accordance with support guidelines.

Support Compliance: The main function of the Support Compliance Unit is to monitor and track all child support orders to ensure compliance. Support orders are monitored through the Pennsylvania Automated Child Support Enforcement System (PACSES) for payments. Efforts are taken to encourage compliance as soon as the order is entered. If necessary, progressive enforcement remedies are taken. When accounts become delinquent, payors may be scheduled for Enforcement Conferences, Contempt Conferences, or Judicial Contempt Hearings, depending on the circumstances or the severity of the delinquency. The underlying objective of the enforcement process is to compel payment, and encourage ongoing compliance. Automated Enforcement: Cases that meet certain criteria for automated enforcement are selected for one or more of the following enforcement remedies: IRS intercepts,

Credit Bureau Re-Driver's Liports. cense Suspensions, Professional License Suspensions. Financial Institution Data Matches. Passport Denials, Property Liens, and Lottery Interceptions.

Divorce: The Domestic Relations Branch also has jurisdiction over all facets of divorce proceedings. These include the entry of divorce decrees and annulments, and



economic claims arising from divorce actions – including equitable distribution, the division of marital property, and alimony issues.

Child Custody: Resolution of child custody disputes is one of the more sensitive and emotionally-charged functions of the Domestic Relations Branch. Custody complaints

are referred to the Custody Unit and conducted by Custody Masters who are attorneys. The Custody Masters enter proposed orders governing custody, partial custody, and visitation of children.

Domestic Violence: The Domestic Violence Unit is a pro se (*literally "for self" - without legal representation*) filing unit designed to provide assistance to victims of domestic violence who have no lawyer in the preparation of Protection from Abuse Petitions. Domestic Relations Branch Judges hear cases involving domestic violence between family members, or between parties who have had an intimate relationship.



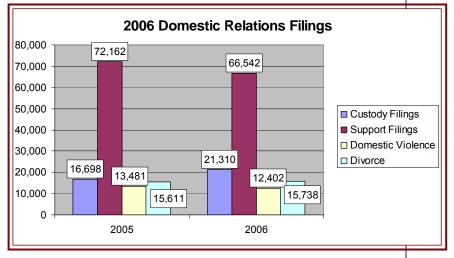
These DR security personnel were recognized for discovering and confiscating drugs that someone was carrying into the courthouse. (See additional photo on page 74.)

Innovations

BANNER Computer System

On May 5, 2006, the Domestic Relations Branch successfully converted all Custody, Divorce, and Domestic Violence cases to a new case processing system, Banner. Since 1995, these case types had been processed on the PARENTS system.

The conversion was the culmination of a two-year project that involved Domestic Relations staff working closely with the FJD programming department and Managed Information Systems (MIS) Unit. Already in use for some time in the Civil Section of the Trial Division, Banner was customized and programmed to meet the specific case processing demands of Family Division Domestic Relations Branch.



During the months leading up to the conversion, all Domestic Relations and associated judicial staff received hands-on training on the Banner application. The inhouse training was conducted by the members of DR's conversion team.

Approximately 78,000 Custody cases, 126,000 Domestic Violence cases, and 169,000 Divorce cases were converted from PARENTS to Banner. Additionally, more than 730,000 client members files and 5,400 scheduled court events were also converted in the process.

While implementation of the Banner system has had many benefits, one of the most significant is that Domestic Relations now electronically transmits all Protection from Abuse orders to the Pennsylvania State Police and the statewide Protection from Abuse Database (PFAD). These transmissions are done in real time, which results in immediate notification to the State Police that protection orders have been entered or modified.

Children's Health Insurance Program (CHIP) Pilot Program

The Domestic Relations Branch of the Philadelphia Family Court has become a COMPASS Community Partner as a result of the CHIP Family Court Pilot Program. The main goal of this program is to help clients apply for cost-effective, comprehensive health care for children.

In Philadelphia Family Court, a family can apply for CHIP in the following two ways:

- 1. with designated Domestic Relations staff members located in the Customer Service area who assist clients with the online application process; or
- 2. via paper applications that can be obtained in any unit of the Domestic Relations Branch.

Domestic Relations also provides written materials and videotaped information in several court units to inform clients about CHIP and the application process. Staff from each unit have been trained to identify clients who may be in need of CHIP and help them file CHIP applications while they are visiting the Domestic Relations Branch.

Through expanded client outreach and increased availability of designated staff to aid with the CHIP application process, Domestic Relations employees are working towards reaching the pilot project goal of ensuring that children involved with the Branch have access to health care benefits.

DR Training Center

The Domestic Relations Training Unit consists of a Training Coordinator, a Training Specialist and a Training Assistant. The Unit is responsible for conducting orientation training for all new hires and providing ongoing training for all staff throughout the year. Available training courses range from case processing and computer systems training to interpersonal skills workshops. In an effort to bring more diverse training opportunities to all Domestic Relations workers, the Training Unit presented Summer Mini Workshops and posted daily "Fast Facts".

The Summer Mini Workshops were one-day, one-hour-long courses designed to be basic skills refresher classes. Classes included: *Note Pad Writing, Telephone Etiquette, E-Mail Etiquette, Basic Writing*, and *Dealing with the Difficult Client*. Classes were interactive and provided a good bit of information in a relaxed atmosphere.

The Training Unit is also utilizing the power and convenience of email by sending out weekly "Fast Facts". Fast Facts touch on DR case processing, PACSES screen processing, or other computer tips and emails that are sent out to all Domestic Relations employees. This enables the training unit to reach a large audience and present a wide variety of training tips on a regular basis.

Support Compliance Unit

The (Child) Support Compliance Unit is staffed by 16 Hearing Officers and 14 support staff. Hearing Officers assigned to the Support Compliance Unit are responsible for conducting Enforcement and Contempt of Support Conferences. The focus of the Unit is to increase child support collections primarily via traditional enforcement remedies. However, as the name of the unit suggests, there is also a great deal of emphasis placed on assisting those who owe money ("obligors") to come into compliance with the conditions of their support orders. Encouraging compliance is accomplished through a variety of means, including, but not limited to, referral to the Special Master, referral to the Networking for Jobs program, referral to the Intake Unit to file for modification of an existing order, or scheduling periodic payment reviews among others.

During Federal Fiscal Year² (FFY) 2006, the Support Compliance Unit conducted an aggressive collections project. During the course of this project approximately 77,000 delinquent cases were mass scheduled for Enforcement Conferences. Of those, conferences were successfully conducted for more than 26,000 (35%) cases. As a result, the Support Compliance Unit issued over 4,000 new wage attachments and collected more than \$1.6 million in delinquent child support payments. An additional \$1

² The Federal Fiscal Year (FFY) runs from October 1st to September 30th.

million in future lump sum payments was ordered. Since its inception in February of 2005, the Support Compliance Unit has conducted approximately 43,000 conferences, collected more than \$2.6 million in delinquent child support payments, and issued more than 7,000 new wage attachments.

Wage Attachment Compliance

Some of the Support Compliance Unit SUPPORT STAFF is dedicated to monitoring the wage attachment process. New wage attachments issued from the Support Compliance Unit are checked for compliance. If payments are not received, employers are contacted and if necessary, additional attachment orders will be generated and sent via fax and mail to the employers. If they persist in their failure to cooperate, additional enforcement action is taken. The Wage Attachment staff also helps obligors to resolve issues concerning "double" (duplicate) wage attachments.

New Order Enforcement Project

Some support staff are also involved in the New Order Enforcement Project. In an effort to emphasize compliance, all newly established orders are monitored for payments from their inception. If no payments are received within 15 days from the date the orders are established, obligors are contacted via mail and/or personal phone calls. If payments are not received within 30 days from the date the orders are established, obligors are listed for Enforcement Conferences. The objective is to get the obligors to comply with the newly established order from the outset to avoid the accumulation of arrears.

Changes to Passport Denial/Suspension Threshold

Obligors who do not comply with their support orders may have their requests for passports denied or have existing passports revoked by the U.S. Department of State. The threshold for this response was lowered from \$5,000 in delinquent arrears to \$2,500 effective October 1, 2006. With recent changes requiring passports for travel to more places outside the United States, this enforcement remedy has become increasingly effective.

Child Support Lien Network (CSLN)

During 2006, Domestic Relations fully implemented the Child Support Lien Network (CSLN) Program. The CSLN program intercepts insurance settlements owed to the child support obligors who are delinquent in their payments and applies the intercepted funds to owed arrears. The insurance settlements include personal injury cases and affect both lump sum and periodic workers' compensation claims.

Domestic Relations provides the CSLN network with obligor files on a monthly basis for matching against pending insurance claims. Positive matches are provided to Domestic Relations on a daily basis and non-disbursement orders are issued to insurance companies for every match. Once the child support obligor's claim is settled for a monetary amount, Domestic Relations receives the seized funds and applies them to the child support obligors' arrears.

Federal Tax Offset Intercepts (IRS Intercepts)

Obligors who do not comply with support orders may also have their federal tax refunds intercepted by the Domestic Relations Branch in order to satisfy delinquent arrears. In addition, recent changes in federal law now allow intercepts in cases with children over 18 years old.

Overall Organizational Goals for 2007

- Increase Support Collections
- Continue to Improve Performance Measures to receive IV-D Funding
- Design Banner to allow case processing by Divorce Masters
- Implement Recommendation 75 Action Plan
- Increase the establishment rate of Medical Support orders for implementation in FFY08
- Establish an Amnesty Program with other Philadelphia agencies
- Implement Jobs Program for non-violent ex-convict defendants
- · Continue to implement Outreach programs to neighborhoods and high schools
- Continue to foster ongoing partnership with Bureau of Child Support Enforcement (BCSE)
- Implement "One Family, One Judge" Policy
- Implement Custody Mediation and Parenting Classes
- Move to New Family Courthouse

More members of the DR Security Unit The Family Court Domestic Relations Security Unit monitors a great deal of space ensuring the safety of more than 3,000 people every day. Running metal detectors, confiscating a surprising number of weapons (5,000 each year), the guards also utilize cameras and other devices to help ensure everyone's security and peace of mind. It's a big job, but the officers manage to balance safety and courtesy for clients with very sensitive issues in cases where emotions often run high.

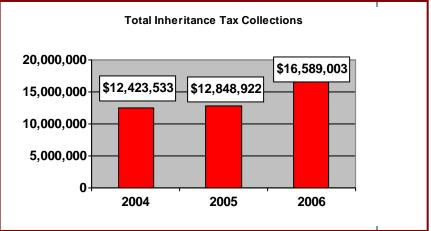
Mary Lou Baker, the Deputy Court Administrator for Domestic Relations, calls the members of the security unit as some of her best employees.Top: Standing, (I-r), Ronald Brown (Court Security Officer), Clayton Carter III (Senior Manager, Security & Facility Operations), Deborah Jackson (Court Security Officer), Domestic Relations Deputy Court Administrator Mary Lou Baker, Frank Spatocco (Security Manager), Roy Chambers (Director, Building & Field Operations), Lt. Mark Poggio (Court Security Officer), Sitting, Luiz Fonseca (Court Security Officer).



Orphans' Court Division

The purpose of the Orphans' Court is to protect the personal and property rights of persons and entities that may not be otherwise capable of handling their own affairs. Minors, incapacitated persons, decedents' estates, nonprofit corporations and trusts fall under the jurisdiction of the Orphans' Court which is also the arbiter of any dispute or issue that may arise in connection to the application for a marriage license through the Philadelphia Marriage License Bureau. It is the role of the Orphans' Court, in any of these matters, to ensure that the best interests of the person or entity are not compromised. The name of the Court is derived from the more general definition of "orphan" as one lacking protection, not the more common association of a child deprived by death of his parents.

There are currently three Judges assigned to the Orphans' Court Division of the Court of Common Pleas: Administrative Judge Joseph D. O'Keefe. Judge Anne E. Lazarus, and Judge John W. Herron. Among their duties, judges these adjudicate disputes over the administration of decedents' estates including approving accounts of administrators and executors:



appointing guardians for both minors and incapacitated persons; resolving appeals from the Register of Wills, including will contests; handling inheritance and estate tax disputes; and approving civil settlements involving minor plaintiffs and estates.

Calendar Year 2006 was productive for the Orphans' Court Division. The successful implementation of the Electronic Filing System for all Orphans' Court filings and the progress made in advancing state-wide forms have paved the way for a user-friendly and efficient system for years to come. The year 2006 marked the first full year in which statistics were available to review the success of the e-filing system, and the members of the Philadelphia Bar Association Probate Section have repeatedly expressed their appreciation for the new system.

The e-filing system allows both attorneys and *pro se* parties to apply through the FJD website for usernames, passwords, and pin numbers to access the electronic filing system. To date, 1,159 attorneys (up from 459 in 2006), and 2,357 *pro se* parties (1,768 in 2006) have applied and been granted access to commence new cases or file pleadings in existing Orphans' Court cases. The system also allows attorneys and *pro se* parties to review the dockets for the particular cases they've filed, and attorneys are able to review the dockets of any case in which they are the attorney of record. The system further expedites the judicial process by allowing for payment of filing fees by credit card. More than two-thirds of all users have taken advantage of this feature. As a result, the e-filing system has dramatically reduced the waiting time for petitions to be approved. Electronic filings made during weekday business hours are reviewed and approved by the Clerk of Orphans' Court in an average of just 33 minutes.

The general public is able to access electronically-filed documents through computer terminals in the clerk's office; however, the following data fields are redacted as required by local rule: the name of the minor (in cases of a minor's estate), social security numbers, dates of birth, financial account numbers, and home addresses. Unredacted documents are accessible to attorneys of record and *pro se* parties. To further assist users, a training video is available online at the FJD website (<u>http://courts.phila.gov</u>).

Type of Filing	Carry-Over from 2005	New Filings in 2006	Total Disposed of in CY 2006	Total Open Matters as of 01-Jan-2007
Accounts (for all case types)	132	193	147	177
Exceptions to Adjudications	11	14	9	16
Schedule of Distribution	5	32	25	12
Appeal from Register of Wills	13	20	18	15
Petitions to Appoint Guardians:				
for Incapacitated Persons	59	420	404	75
for Minors	13	87	76	24
Approvals: Minors Comp.,				
WD/S Orphans' Court	79	498	482	96
+Civil Division	10	1030	999	41
Petitions for Allowances:	31	330	287	74
Minors				
& Incapacitated Persons				
Scheduling Orders	0	3447	3447	0
Inheritance Tax Matters	44	89	60	73
Citations	0	778	778	0
"Other" Petitions*	398	1580	1350	631
Report of Exam of Trust Assets	0	75	75	0
Marriage License Matters	0	165	165	0
Report of Cemetery Assets	0	929	929	0
Miscellaneous Matters	0	1717	1717	0
TOTAL	795	11,404	10,968	1231

The Orphans' Court Division processed the following during calendar year 2006:

*Other Petitions include petitions for sale of real estate, approval to act as corporate fiduciary, letters after 21 years, and non-profits.

Total Inheritance Tax Collections

Fiscal Year	Collection Amount
2004	\$12,423,533
2005	\$12,848,922
2006	\$16,589,003

Philadelphia Municipal Court

The Philadelphia Municipal Court is a court of limited jurisdiction with 25 law-trained Judges, and as such is responsible for trying criminal offenses carrying maximum sentences of incarceration of five years or less, civil cases where the amount in controversy is \$10,000 or less for Small Claims; unlimited dollar amounts in Landlord and Tenant cases: and \$15,000 in real estate and school tax cases. Municipal Court has initial jurisdiction in processing every adult criminal arrest in Philadelphia, and conducts preliminary hearings for most adult felony cases. Because, by statute, an individual does not have the right to a jury trial in Municipal Court, cases may be appealed to the Court of Common Pleas for a trial de novo. The current appeal rate averages approximately 3% or less. The Philadelphia Municipal Court has experienced many changes since its inception.



Municipal Court Criminal Division 2006 Employee of the Year, Chris DiLolle, follows along as MC President Judge Presenza reads the citation.

The Court continues its growth towards its goal of excellence in providing timely and equal justice to all persons who have contact with the Court.



Municipal Court Civil Division 2006 Employee of the Year, Bernice Capobianco, poses with President Judge Presenza.

Overall Initiatives

Municipal Court administrative leaders and staff continue to engage in an ongoing examination and analysis of the judicial and non-judicial operations of the court. The primary focus is access to justice for the public. Judges, administrators, and employees have been successful in implementing numerous initiatives that should continue to improve the operational efficiency of Municipal Court within the First Judicial District. Several other initiatives are still in the planning stages as both short and long-term goals. Municipal Court calendar year 2006 highlights are summarized below.

Strategic Management Plan

Pursuant to directives of the President Judge, strategic planning requires the Court's managers to ensure that activities and expenditures are carried out in a cohesive, responsible, clear, and focused manner. Plans were developed and designed to ensure that operating units are provided the functionality they require within the context of a broad organizational framework, while maintaining fiscal responsibility.

Calendar Year 2006 activities included a continuation of initiatives to control expenditures while efficiently processing caseloads in both the civil and criminal divisions. Through a concerted effort, Municipal Court achieved its attrition goal with the First Judicial District ahead of schedule. Court leaders and employees remain cognizant of their fiscal responsibilities while striving to ensure access to justice for all consumers.

Distinguished Jurist Award

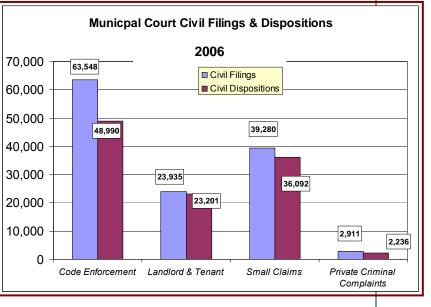
Municipal Court President Judge Louis J. Presenza was chosen by the Philadelphia Bar Association as the recipient of the 2006 Justice William J. Brennan, Jr. Distinguished Jurist Award. Each year, the Association chooses a jurist who adheres to the highest ideals of judicial services. The Distinguished Jurist Award is reserved for judges who have made a significant, positive impact on the quality of justice in Philadelphia.

The award recognizes judges who have introduced innovations in court administration, implemented pioneering case management techniques, shown themselves to be leaders in the administration of justice, written significant opinions, articles, or scholarly works, and who have achieved distinction in their field.

Municipal Court Civil Division

2006 Civil Division Highlights

The web-based Civil Litigation Automated Internet Information Municipal Court System integrated. (CLAIMS) is an electronic filing and document and case management system encompassing all Municipal Court civil cases. CLAIMS provides access to electronic documents. e-commerce. online docketing, scheduling, and on-line forms. The system manages cases and also transmits documents to writ landlord/tenant and servers officers. Real-time data entry is occurring in all civil courtrooms.



During 2006, system training was conducted for more than 550 private attorneys. Twelve city agencies have also been trained on this system. Code Enforcement Cases are filed on-line and disposed electronically. The following city agencies have been utilizing the CLAIMS system: Bureau of Administration of Adjudication; Water and Sewer; Special Non-Filers; Business Tax; Real Estate Tax; Wage Withholding; Business Non-Filers; Philadelphia Gas Works; Public Health; Use and Occupancy; Net Profit Tax; and License and Inspections. Approximately six outside private agencies are also utilizing the system. They include the Court Reporting Company and the Landlord/Tenant Association.

In-house trainers continue to expand services for new users, attorneys and judges on the system application. To increase access to the court, an informational video is available at the FJD – Municipal Court website: <u>http://fjd.phila.gov/municipal</u>. The site also provides access to the CLAIMS case management system. Plans are in the works for an electronically formatted training manual to help system users.

Civil Fee Bill

The Municipal Court Civil Division worked in conjunction with several representatives from the FJD Common Pleas Court to develop proposed legislation to replace the civil fee bill. The new bill was approved and became effective August 14, 2006.

Training Center

A new in-house training facility was created in order to accommodate the ongoing CLAIMS training sessions. Equipped with 16 workstations with computers, the center is located on the 4th floor of 34 S. 11th Street. This facility is also available for any FJD computer training when needed.

ADA Accommodations

Municipal Court Civil Court offers several options to accommodate individuals with disabilities. In 2006, the court responded to 871 calls through a phone line dedicated to requests for ADA accommodations. Municipal Court personnel assisted 101 individuals with wheelchairs to help them move to and from courtrooms and the court ordered and paid for 8 Sign Language Translators. In addition, with proper advance notification, the court was able to expediently reschedule 261 hearings in order to provide more time for disabled customers to make special arrangements. The court conducted 144 telephonic hearings from the courtroom during 2006. In response to many requests for information, over 420 ADA forms and 51 sets of various instructions were mailed to individuals seeking assistance. There were 1,856 individual ADA accommodations in 2006

Dispute Resolution

The program recently expanded its training curricula to include the Villanova University School of Law. Third year law students from the University of Pennsylvania, Villanova, Temple and Widener University Law Schools receive credit for completing the mediation skills training program and actively participate as mediators for Landlord/Tenant, Small Claims and Private Criminal Complaints scheduled for compulsory mediation. The program also provides mediation services to those individuals involved with the program via an off-site satellite small claims courtroom (*See Satellite Small Claims Court, below*). The Dispute Resolution Program handled a total of 2,403 cases during 2006. The Dispute Resolution Case-type categories and their respective numbers for 2006 were:

Housing Mediation	1,351
Small Claims Mediations	281
PCC Arbitrations	646
PCC Compulsory Mediations	105
PCC Violation Hearings	20

Satellite Small Claims Court

Philadelphia Municipal Court continues to provide access to justice through the Satellite Small Claims Court. Municipal Court established a satellite courtroom in geographic area outside of а Center City. The Satellite allows litigants to have their cases heard by a Philadelphia Municipal Court settled Judge, or with the assistance of a Certified Court Mediator in a convenient and safe setting without having to travel downtown. Since the program's inception, over 750 litigants have used the services available.



Municipal Court First Filing Unit Seated (right to left): Javan Williams, Vincentine Stonerod, Judy Rabinovitz, Eileen Carey, Krista Mariotti. Standing, (right to left): John Joyce (Supervisor), Renee Juliani, Theresa Cannon, (Asst. Supervisor), Diana Ianovale, Francesca Pacitti, Joanne Winter. Not pictured: John James, and Jasper Lofto.

2006 Statistical Highlights

Case Types	Filings	Dispositions
Code Enforcement	63,548	48,990
Landlord/Tenant	23,935	23,201
Small Claims	39,280	36,092
Private Criminal Complaints	2,911	2,236
Total	129,674	110,519

2006 Post Trial Statistics

Motion	Filings
Petitions	4,225
Relistments	4,660
Affidavits	115
Writs	28,519

Wage Attachments Filed – 109

Payments Collected on Attorney Filings	\$169,327
Payments Collected on Pro-Se Filings	<u>\$ 59,516</u>

Total Collections on Wage Attachments \$228,843

Municipal Court Criminal Division

Criminal Division Initiatives

Criminal Summit

In response to myriad issues raised concerning Municipal Court caseload trends, President Judge Louis J. Presenza held criminal caseflow management summits with judges and representatives of criminal justice partners in Philadelphia. The underlying theme for bringing everyone to one table was that all the agencies had some part in the problems, and that all needed to work toward the solutions. The success of the organized effort has been monumental. The bullet points below summarize some of the immediate and long-term issues:

- *Expert Witnesses* With assistance from command staff within the Philadelphia Police Department Narcotics Division and the Philadelphia District Attorney's Office, expert witness protocols for felony narcotics cases were refined to ensure the availability of expert witnesses in police divisional courtrooms, significantly reducing continuances.
- Police Liaison Services and Protracted Courtroom Programs Judges identified scheduling challenges with police officers in protracted courtrooms. Cognizant of budgetary and other resource issues within the police department and prosecutor's office, Municipal Court leaders requested that assistant district attorneys assigned to the courtrooms be provided access to a police scheduling database rather than relying on the assignment of specific police liaison officers. Following its demonstrated success, this practice has expanded to additional courtrooms in the First Judicial District.
- Protracted Program Protocol Refinements As a result of problematic scheduling trends in protracted courtrooms and delayed continuance dates, revisions were initiated to ensure more efficient management of "ready" pools of trials and hearings. The President Judge informed all judges that certain criteria must be met and judicial approval was required in order to continue cases into protracted courtrooms. Improvements resulted in dramatic increases in the number of cases disposed and shorter continuance times for those that weren't. Both results help to minimize delay and increase access to justice.
- *Protocols for Negotiated Guilty Pleas* With improved communication and greater cooperation between the District Attorney and Defender Association of Philadelphia, operations will continue to be streamlined to achieve further success in the effort to increase non-trial dispositions in criminal cases.
- Fugitive Misdemeanor Custody Cases In a continuing effort to increase operational efficiency, the DA and Defender Association of Philadelphia agreed to commence a pilot program to evaluate fugitive-status misdemeanor cases – excluding DUI and domestic violence cases – where defendants are confined in other jurisdictions. The evaluation is aimed at the possible withdrawal of prosecution in those cases.

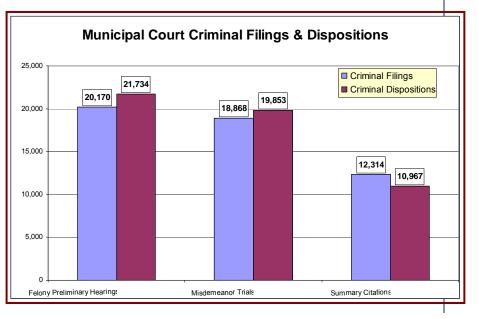
- Revised Preliminary Hearing Scheduling Efficient management of felony preliminary hearing courtrooms presents challenges as arrest trends fluctuate across the region. To better respond, an annual review resulted in changes that were implemented with the new judicial schedule beginning in January 2006. Court managers continue to refine scheduling practices and preliminary hearing courtroom rotations.
- Prison Overcrowding Issues Collaborative efforts are underway with all criminal justice partners via the Criminal Justice Coordinating Commission (CJCC) to ensure that communication continues to address the current and growing challenges facing the system with respect to violence and prison overcrowding.

CPCMS

The Criminal Division rolled out the statewide criminal case management system (CPCMS) in Philadelphia County in September of 2006. Court leaders and workers remain dedicated to achieving success in this, the final county implementation. Staff from Municipal Court have been involved in the CPCMS Project in various capacities since 2001. They and their colleagues have been extremely pleased with the progress of the project and look forward to what they expect to be a marked improvement in criminal caseflow management. The AOPC conducted various training sessions for criminal justice partners and held several specifically for attorneys at the Philadelphia Bar Institute (the education arm of the Bar Association). Public Web Docket Sheets are available at the AOPC web site at: www.usiportal.pacourts.us

DUI Treatment Court

Municipal Court representatives spent the better part of 2006 with criminal justice partners exploring the feasibility of a DUI Treatment Court for Philadelphia. Building upon the success of the Philadelphia Treatment Court, Municipal Court Judges and Administrators were fortunate to have participated in planning activities from the early stages and to have had the benefit of learning from the experiences of manv other jurisdictions where DUI Treatment



Philadelphia Municipal Court Criminal Filings: Calendar Year 2006

Courts have been implemented. (*Editor's note: With the support of the Philadelphia District Attorney, the Defender Association of Philadelphia, the Philadelphia Health Management Corporation (PHMC), the City of Philadelphia Coordinating Office of Drug*

and Alcohol Programs (CODAAP), and the First Judicial District, a Philadelphia DUI court opened in mid-2007.)

PARS Expansion

PARS is a software application used to electronically transmit data collected about cases beginning from the arrest and continuing through the preliminary arraignment. Through federal grant funds, the criminal justice partners completed the design of a new docket number scheme utilized with CPCMS. All Arrest Warrants and Affidavits of Probable Cause are contained within PARS.

Treatment Court

- During 2006, a milestone was reached when the Treatment Court recognized its one-thousandth graduate. Pat Croce (former President of the NBA Philadelphia 76ers) and retired Judge Karen Freeman Wilson, now Chief Executive Officer of the National Association of Drug Court Professionals, led the commencement exercises.
- The Supreme Court commissioned a working group of justice partners who examined all facets of Problem Solving courts in the Commonwealth. Expansion of these programs is occurring throughout Pennsylvania.

The Philadelphia Treatment Court continues to act as a model court for other jurisdictions throughout the country.

Police Overtime Subcommittee

Chaired by the Managing Directors Office, a multi-agency review of court-related police overtime helped to bring about reductions in overtime costs (\$3.5 million in the first year of committee meetings); opened lines of communication with the District Attorney and Philadelphia Police hierarchies; and resulted in a complete overhaul of police

scheduling. The latter will enable the electronic transmission of data required for CPCMS as it relates to calendaring and scheduling. Refinements in police check-in protocols are scheduled for implementation in early 2007 with the expansion of a pilot program in the Common Pleas and Municipal Court Criminal Divisions of the First Judicial District.

Sustainability of Summary Diversion Program

In addition to grant funding, additional support was secured from the City of Philadelphia for the Summary Diversion Program that addresses quality of life crimes in Philadelphia. Given recent amendments by the Pennsylvania Supreme Court Criminal Procedural Rules Committee that enable the court to continue to improve non-traffic summary citation processing, future growth is anticipated and behavioral classes are expected to reduce recidivism.



Pat Croce addressing the Drug Court graduation ceremony

Philadelphia Traffic Court

President Judge. Seven elected judges sit as the Traffic Court Board of Judges. The judges are specifically trained by the Commonwealth to preside over and adjudicate citations for moving violations issued within the City and County of Philadelphia as provided in Title 75 of the <u>Pennsylvania Motor Vehicle Code</u>. The original police officers that issue citations are not required to be present at Philadelphia Traffic Court trials. Liaison Officers from the same police department or division represent the issuing officers and act as trial prosecutors. Upon appeal, the original officers are summoned to appear at appeal hearings.

One of the court's major responsibilities is the collection of fines resulting from the issuance of citations by the Philadelphia Police Department and other lawenforcement agencies. Through the dedicated efforts of the court's judges and employees, hearings are scheduled for cases that are timely, fairly, and precisely adjudicated. Traffic Court judges may issue warrants for unpaid citations and for the arrest of scofflaws with at least one outstanding violation on record. Individuals may appeal all Traffic Court cases and receive a trial *de novo* in the Court of Common Pleas.

2006 Year-End Report

Calendar Year 2006 was an exceptional year for the Philadelphia Traffic Court. The Court acquired a new ticket-processing system, known as "e-TIMS"; promulgated new Local Rules of Court; established and implemented the "Date-Certain" Program; contracted with the FJD Court of Common Pleas to deploy 100 pretrial officers to serve bench warrants on egregious traffic offenders; inaugurated "Auto-Vu"; and comprehensively trained all employees and supervisors on the rules and regulations of the First Judicial District of Pennsylvania.

The following report highlights the Traffic Court accomplishments, initiatives, and programs for Calendar Year 2006.

The judges, administrators, and employees focused their attention on four broad areas: Technology, Programs, Legal Issues, and Training.

Technology Advances

Renegotiated Contract with ACS

Traffic Court contracts with Affiliated Computer Systems ("ACS") for ticket-processing services. On April 10, 2006, the Court negotiated a new three-year agreement with ACS that provides for the vendor to forego front-end charges that had previously been paid for data entry of citations issued in the City of Philadelphia.

e-TIMS

As part of the new ACS contract, the Court was also able to commission ACS to develop a new software program, "e-TIMS", which more closely meets the court's needs and streamlines operations. After an extensive testing phase and a rigorous three-month training program for all personnel, e-TIMS became operational as of April, 2006.

E-TIMS allows for real-time documents production (i.e., payment plan, motion court, and impoundment forms) and incorporates imaging into the process to archive and retrieve pleas, correspondence, checks, and citations corresponding to specific citations. Expedience is the result of this endeavor. To replace the antiquated process of reviewing and retrieving microfilm, system users now merely click on the "thumbnail" that appears next to the citation number in e-TIMS and within seconds, a copy of the imaged document is available.

E-TIMS allows for computerized accountability to ensure that the dispositions in all cases have been properly recorded within 48 hours of their trial date. This system replaces tedious and cumbersome manual reviews of case lists, and saves significant time in the process.

Common Pleas Case Management System (CPCMS)

In September 2006, the Traffic Court created a data file that provides for the electronic exchange of information between the Court of Common Pleas and the Philadelphia Traffic Court to administer appeals of Traffic Court verdicts.

New Programs

Date Certain Program

On February 27, 2006, the Philadelphia Police Department was given the authority to issue trial dates at the time of citation issuance. The first "date-certain" trial date was May 1, 2006.

The Date Certain program evolved as a result of the adoption of Rule 1031(b) which provides that "The citation issued to a defendant pursuant to Pa.R.Crim.P.405 shall contain the date, time and location of the summary trial. As authorized by Pa.R.Crim.P.451 (A), service shall be made by the issuing law enforcement officer who shall hand a copy of the citation containing the Notice to Appear to the defendant." This Date Certain Program completely streamlined Traffic Court scheduling procedures in contrast to former methods that required defendants to respond to citations (via mail or in person) with a plea of not guilty before a trial date could be assigned. Traffic Court now hears and adjudicates a greater number of citations each year, and that translates into a significant increase in revenues for the city and state.

In order to handle the anticipated increase in trials arising from the date certain program, Traffic Court leaders entered into a Memorandum of Understanding with the City of Philadelphia to increase court staff levels by approximately 25%. (Employment is contingent upon the success of the program). In the future, the Court intends to expand its operations to include daily night court.

Pretrial Warrant Officers

The Court has worked extensively with the Court of Common Pleas Pretrial Services Division to establish procedures for CP Warrant Officers, assigned 24 hours per day/seven days per week, to serve warrants on Traffic Court defendants who are in bench-warrant status for non-response; default on payments; or those convicted and facing mandatory sentencing. This project is funded solely through costs borne by bench-warrant defendants. In fact, in February 2006, the Traffic Court directed \$1.2 million to the Procurement Department to help fund the Warrant Officer Program.

Auto Vu:

On October 2, 2006, the Traffic Court instituted the Auto Vu Program. The Auto Vu crew travels through the City five days per week in a van equipped with specialized hardware that scans license plates that are eligible for impoundment pursuant to Section 6309 of Title 75.

Legal Issues

New State & Local Rules of Procedure

In December 2005, after months of working with the Rules Committee of the Pennsylvania Supreme Court, the Traffic Court filed and published new local rules governing procedures including the use of sentencing and scheduling orders, bail acceptance, and appointment of counsel. These rules drastically changed the logistics of Traffic Court's case flow management by improving trial scheduling and conduct, and facilitating the collection of payments arising from trial orders. Extensive changes were made to policies regarding continuances, attorneys' entry of appearances and withdrawals; and appointment of counsel for indigent defendants. The new state and local rules became effective February 1, 2006.

Red Light Camera Appeals

The first appeal hearings resulting from violations recorded by red-light cameras were heard in January, 2006 and continued throughout the year. As a result of an Act of the State Legislature in conjunction with a City Ordinance, the Philadelphia Parking Authority issues violations for disregarding steady red indicators in historically dangerous intersections monitored by red-light cameras. All citations are issued with no points. The violations are contested through the Office of Administrative Review operated by the city administration – not the court system. Appeals to those convictions however, are heard at Philadelphia Traffic Court.

Training

All employees underwent extensive training provided by representatives from the FJD Office of Human Resources. This training covered First Judicial District policies and procedures.

Managers and department heads were trained on: their roles as supervisors; FJD policies and procedures; and the Collective Bargaining Agreement in effect between the FJD and Local 696.

The Court developed a (General) Tipstaff Manual containing all of the procedures and courtroom forms that resulted from the new State and Local Rules. All court officers (general and judicial) attended a training program that provided insight into courtroom decorum and protocols.

Other

New Units & Positions

In conjunction with the acquisition and conversion to the e-TIMS system, an Engagement Manager position was created. The Engagement Manager is the liaison between the court and the vendor. They verify that the system is working properly and track problems and enhancements to ensure that they are fully and expeditiously completed.

With a similar mission, the Processing Edits Unit was initiated to perform quality control reviews of judicial orders and adjudications. The timely dissemination of information cannot be compromised; this Unit ensures proper data entry into e-TIMS.

Security

The Traffic Court remained committed to the security of the courthouse and its occupants at 800 Spring Garden Street including: judges, employees, and the public it serves. Since April 2006, all entrances to the building have been equipped with metal detector machines. Every employee and "guest" who passes through the courthouse doors is carefully screened. Moreover, the installation of an X-ray machine at the main entrance provides the capability to search packages and parcels entering the building.

Ticket Issuance; Case Disposition; Revenue Distribution

In 2006, 246,702 citations were issued in the City of Philadelphia. However, 301,690 citations were disposed during the same calendar year. The outcomes were as follows:

Trial: Guilty	158,917
Trial: Not Guilty	95,768
Guilty Plea	42,726
Dismissal	243
Prosecution Withdrawn	4,032
Terminated (Rule 1901)	4

In Calendar Year 2006, the gross receipts for Traffic Court amounted to \$27,050,747.95. Revenue was distributed to the City and State as follows:

City Disbursement:	\$ 8,474,398.87
State Disbursement:	\$ <u>11,810,421.06</u>

Total disbursement was \$20,284,819.93.³

The Philadelphia Traffic Court remains committed to its mission to promote public safety. The judges, administrators, and employees are pleased with their accomplishments in 2006.

³The total collection of gross receipts includes \$6,765,928.02 of collateral monies and miscellaneous fees such as warrant fees and those from the Live Stop Program. If collateral money is posted and the defendant is subsequently adjudicated Not Guilty, the collateral is returned to the defendant.

Acknowledgements

The editor extends his appreciation to the following groups and individuals for their dedication to the causes of justice and judicial administration, for their support of the concepts presented in this 2006 Annual Report, and for their assistance in its preparation. The success story told here is one of their making.

To the 2006 Administrative Governing Board of the First Judicial District of Pennsylvania

Common Pleas Court President Judge C. Darnell Jones, II Municipal Court President Judge Louis J. Presenza Traffic Court President Judge Thomasine Tynes Common Pleas Court Trial Division Administrative Judge James J. Fitzgerald, III Common Pleas Court Family Division Administrative Judge Kevin M. Dougherty Common Pleas Court Orphans' Court Division Administrative Judge Joseph D. O'Keefe Traffic Court Administrative Judge Bernice A. DeAngelis Zygmont A. Pines, Esq., Court Administrator of Pennsylvania

To David C. Lawrence, Court Administrator of the First Judicial District of Pennsylvania, our thanks for his leadership, support, guidance, and dedication of time and resources without which, the production of this report would not have been possible.

Special thanks to the Deputy Court Administrators, each of whom provided prepared materials to describe the accomplishments of the judges, employees, and managers of their respective courts, divisons, and service centers:

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