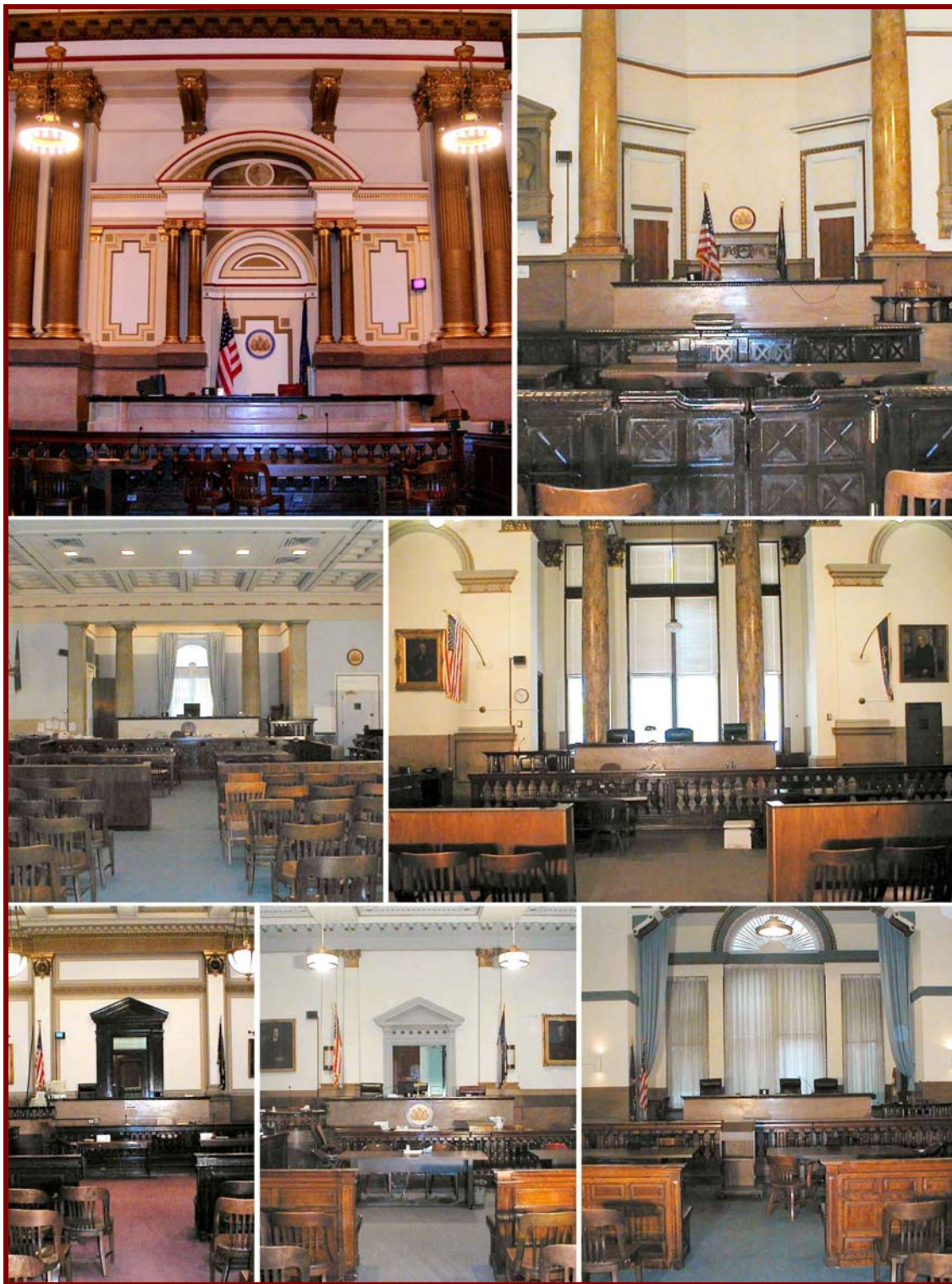


*First Judicial District
of Pennsylvania*

2007 Supreme Court of Pennsylvania



2007 Pennsylvania Supreme Court Justices Top Row, from left: Justice James J. Fitzgerald, III, 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.

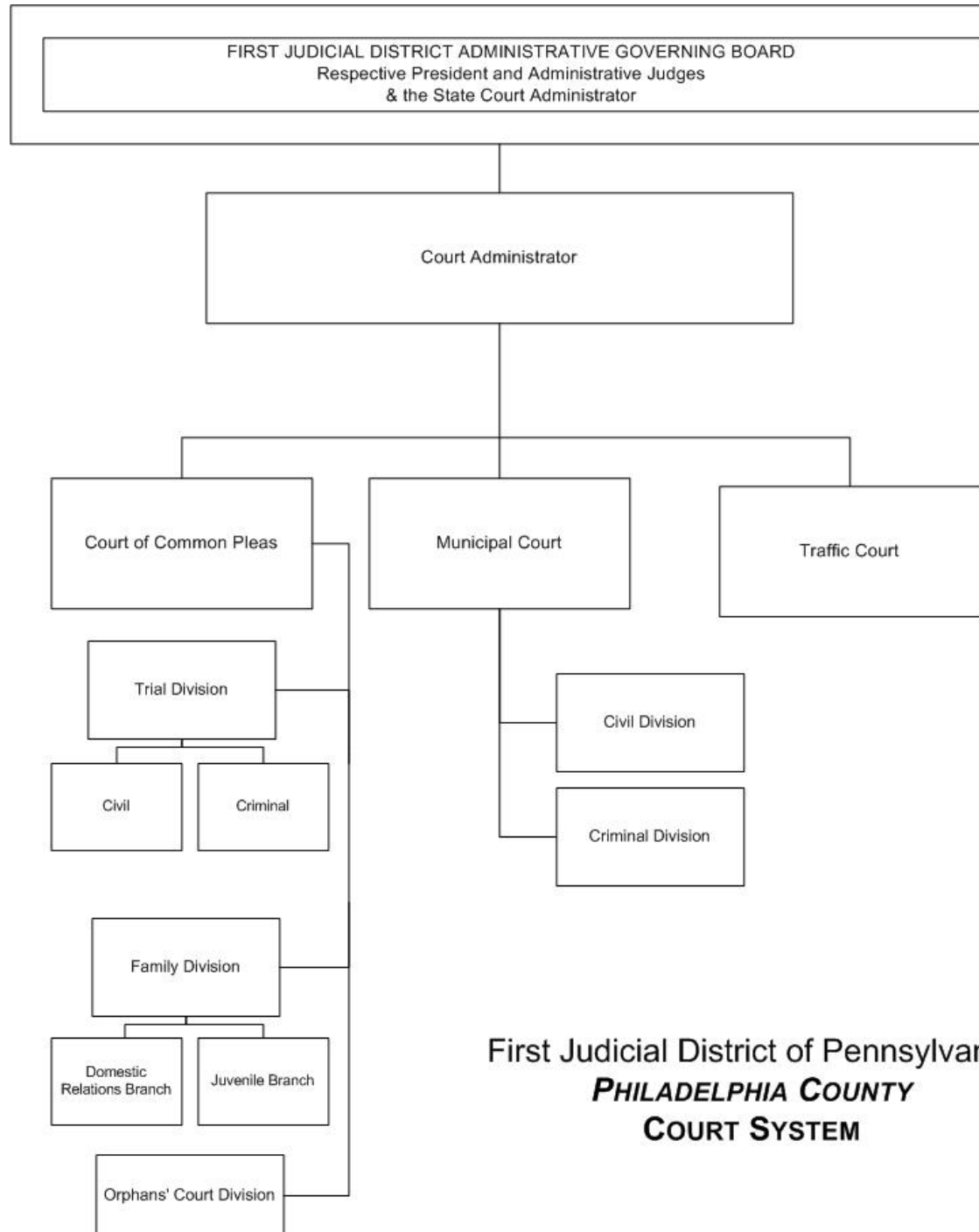


*Seven of the grand courtrooms at Philadelphia City Hall – 2007
Clockwise from top left 676, 246, 253, 443, 646, 285, and 653.*

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First Judicial District Organization



First Judicial District of Pennsylvania
PHILADELPHIA COUNTY
COURT SYSTEM

First Judicial District of Pennsylvania

Organization and Leadership

The state trial courts of the City and County of Philadelphia are collectively known as the First Judicial District of Pennsylvania (FJD). The First Judicial District comprises three courts. In turn, the courts are composed of divisions which are themselves sometimes further subdivided into branches and sections. The three FJD constituent courts are the Court of Common Pleas, the Philadelphia Municipal Court, and the Philadelphia Traffic Court. Each of the courts is headed by a President Judge elected from among their peers. Four Administrative Judges also help to direct the three divisions of the Common Pleas Court and the Philadelphia Traffic Court.

The judges in those leadership positions – the three President Judges elected by their peers and four Administrative Judges appointed by the Supreme Court – together with the State Court Administrator, sit together as the First Judicial District Administrative Governing Board. The Board represents the highest echelon of management and leadership of the Philadelphia court system. *(More information about the Administrative Governing Board, including the professional biographies of its members, follows beginning on page 11.)*

Court of Common Pleas

The Court of Common Pleas is a general jurisdiction court of record with three divisions: 1) the Trial Division; 2) the Family Division; and 3) Orphans' Court Division. Each division is led by an Administrative Judge named by the Supreme Court of Pennsylvania. After his election as Common Pleas Court President Judge in January of 2006, the Supreme Court appointed C. Darnell Jones II as Chair of the Administrative Governing Board firmly establishing him as the leader of the District.

Trial Division

The Court of Common Pleas Trial Division is subdivided into Criminal and Civil Sections. The Criminal Section is the jurisdiction for all felony trials in the City of Philadelphia and the site for appeals from the lower (Municipal and Traffic) courts' decisions. The Civil Section generally has jurisdiction over civil cases with an amount of \$10,000 or more in dispute. Each section is also directed by a Supervising Judge. *(See Municipal Court description on the next page)*

Family Division

The Family Division is composed of the Juvenile Branch and the Domestic Relations Branch. The Juvenile Branch has jurisdiction over cases involving juvenile delinquency, juvenile dependency, truancy, incorrigibility, and adoptions. The Domestic Relations Branch is the jurisdiction for divorce, child custody, child and spousal support, and protection from abuse (domestic violence).

Orphans' Court Division

The Orphans' Court Division is so-named from the sense that an orphan is an individual who needs the help of the court in seeing to their affairs and safeguarding their best interests. Cases involving probate and the estates of decedents, minors, and incapacitated persons are heard in Orphans' Court.

Philadelphia Municipal Court

The Philadelphia Municipal Court is a court of record divided into two divisions. There is no right to jury trial but appeals from Municipal Court decisions are heard as *trials de novo* in the Common Pleas Court. The appeal rate is very low at less than 3%.

Criminal Division

The Municipal Court Criminal Division is the court for trials of misdemeanor cases and felony case preliminary hearings. All the arrests made in Philadelphia County must at least initially be processed through Municipal Court. In criminal cases, this is the beginning of the court's involvement even if final disposition is not reached there. Many felony cases are eventually tried in Common Pleas Court following their preliminary hearings in Municipal Court.

Civil Division

The Municipal Court Civil Division is the jurisdiction for 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.

Philadelphia Traffic Court

Not a court of record, the Philadelphia Traffic Court is the trial venue for violations of the motor vehicle code in Philadelphia.

Leadership 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.

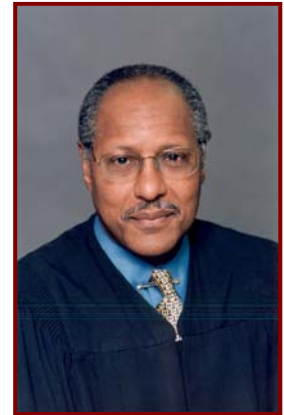
The Administrative Governing Board: Composed of the three President and four Administrative Judges with the State Court Administrator, the Administrative Governing Board oversees the management of the Courts of Philadelphia.

The Office of the President Judge of the Court of Common Pleas: 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 as 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.

Letter from the Chair of the Administrative Governing Board

This Annual Report proudly sets forth myriad accomplishments achieved through the collective and cooperative efforts of many components of the justice system. Our Report also provides insight into the future of the First Judicial District, evidenced by forward thinking employees who consistently demonstrate responsible and prudent planning. No single fiscal period completes our mission because our efforts are continuous and ever-evolving in order to meet the needs of present and future situations. While one program, project or even a series of meaningful events may be completed in a single term, that same time period is replete with ongoing discussions and planning for our future improvement.



It is equally important to be mindful that all of the advancements contained herein were attained through the collective effort and commitment of many – the Bar, the Office of the District Attorney, the Defender Association, the City of Philadelphia, the Commonwealth of Pennsylvania, our respective employees, and numerous other stakeholders. Our mutual respect and working relationship reflect our belief that while the key components are independent branches of government, we function as interdependent and cooperating institutions with the knowledge that we are here to serve the best interests of public.

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

This Report is a tribute to all members of the team. The successful resolution of disputes depends not on one, nor even a few, but rather upon all of us who work diligently to serve and render justice for all. I am extremely proud to be a part of these efforts and their remarkable results. As stated, we have achieved through the collective efforts of many, not just in 2007, but in all of the years of the court's existence.

The future of the First Judicial District will not be without sacrifice and continuing modifications to meet future challenges. However, our successful past provides proof that we are ready, willing and able to meet such challenges, known and unknown, for our spirit is enduring. I sincerely appreciate the opportunity to have served as President Judge of this nationally prestigious Court of Common Pleas, and as Chair of the Administrative Governing Board.

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

Greetings from the Court Administrator

Through the many years that courts have been operating in Philadelphia, they have come to represent an institution of quiet authority, heard from only rarely, and even then mostly through sensational publicity about a particularly heinous crime or some act of egregious behavior. But the real story of the Philadelphia Courts is the day-in, day-out business of resolving disputes and preserving the rights of the citizens we serve. The management and logistics involved in dealing with half a million cases yearly are staggering. Every one of those cases involves a person; sometimes many of them. So every day, the lives of many, many people are changed, sometimes radically so. Whether it's a criminal case or a civil case, a question of child support, of divorce, a problem with a troubled child or a person who is legally incapacitated, there are thousands upon thousands of court cases in Philadelphia that we never hear about. It's through those cases and those lives that the fabric of the population of Philadelphia is altered in a constantly changing tapestry.



*David C. Lawrence
Court Administrator*

Of all the branches of government, the courts exert one of the most powerful effects on our lives both as individuals and as part of the larger population. The law, while written by the legislature and enforced by the executive branch, is interpreted for us by the court. The court tells us how the laws of our society affect us or should affect us. They also ensure that today's law is consistent with the constitution and other laws that have come since then. These are laws based on such ideals as freedom, equality, civil rights, inalienable rights, liberty and justice. In court, these aren't merely concepts. There they are put to the reality test and applied to our lives. Even if we don't have a case in court, consistency means that the way that the court interprets the law for one is the way it will be interpreted for us all.

Whether the issue involves criminal law and public safety; the rights of an individual, civil redress, or the protection of a dependent child, the courts are there to see that the rights of all parties are protected.

The courts in this country have been exerting a reserved but profound effect on many of our lives for hundreds of years. The courts in this city have been doing so longer than any other court in the country. For more than 300 years, the judges, administrators, and staff of the Philadelphia Courts have been quietly carrying out their mission. The untold effects that the court has rendered over all that time, in all those lives, are collectively nothing less than a remarkable accomplishment by dedicated people – people working in an institution of quiet but wide-ranging authority and impact; the First Judicial District of Pennsylvania.

Administrative Governing Board

2007 Administrative Governing Board

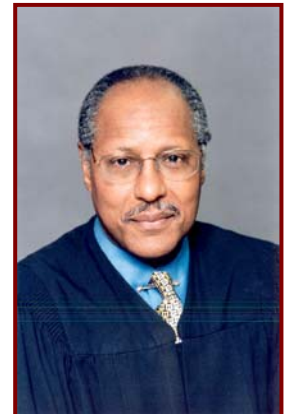
The First Judicial District Administrative Governing Board (AGB) is the “Board of Directors” for the Philadelphia Courts. The membership includes three President Judges, four Administrative Judges, and the State Court Administrator. The President Judges are from the District’s three constituent courts: the Court of Common Pleas, the Philadelphia Municipal Court, and the Philadelphia Traffic Court. The Administrative Judges are from the three divisions of the Common Pleas Court of Philadelphia (the Trial, Family, and Orphans’ Court Divisions) and the Philadelphia Traffic Court. The State Court Administrator rounds out the membership of the AGB. Together, they work with the FJD District Court Administrator to conceive, develop, and approve, 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

C. 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

Louis 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 co-chaired 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, 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 eighteen years of distinguished service as the longest sitting judge of this 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 female 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 on Comcast Newsmakers Program – January 17, 2008
- 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 and January 2008
- 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 in the community and in her work as a judge.

Honorable D. Webster Keogh

Administrative Judge, Common Pleas Court Trial Division

On March 30, 2007 the Supreme Court of Pennsylvania named Hon. D. Webster Keogh Administrative Judge of the Trial Division, Court of Common Pleas. As Administrative Judge, he is the approving authority for all administrative matters associated with the Trial Division.

After spending seven years in the District Attorney’s Office and thirteen years in private practice, Administrative Judge Keogh was appointed to the bench of the Court of Common Pleas by then Governor Casey in 1991. Judge Keogh was later elected to the bench in 1993 and retained for a second term in November, 2003. He served as a section leader for major felony prosecutions before being assigned to the major trial section of the Civil Trial Division in 2000. Judge Keogh was named Supervising Judge of the Criminal Trial Division in 2001.



A graduate of St. Joseph’s Prep (’64) and LaSalle University (’68), Judge Keogh received his Juris Doctor in 1971 from Mercer University Law School. He is a member of the Philadelphia and Pennsylvania Bar Associations as well as the Lawyers Club of Philadelphia; the Brehon Law Society, the Society of the Friendly Sons of St. Patrick, the Irish Society, the Philadelphia District Attorney’s Alumni Association, and the LaSalle University Law Alumni Association. He has been elected three times to the Executive Committee of the Pennsylvania Conference of State Trial Judges. In 1985 and again in 1996, he was appointed to the House of Delegates for the Pennsylvania Bar Association. He has served as the Governor’s appointee to the Pennsylvania Commission on Crime and Delinquency Deputy Sheriff’s Education and

Training Board since 1996 and as the Chief Justice's representative on the Governor's Commission to Address Gun Violence.

Administrative Judge Keogh has been a continuing legal education presenter on the "Pennsylvania Rules of Evidence," an instructor for Temple University on "Ethics and the Law," and a PBI faculty presenter at the Philadelphia Bar Association's Bench-Bar Conferences, and multi-presenter on Civil E-Filing in Philadelphia Courts.

Judge Keogh has been the recipient of distinguished and outstanding Judicial Service Awards by the Lawyers Club of Philadelphia; the John Peter Zenger Society and the Brehon Law Society.

Judge Keogh is married with three sons.

Honorable Kevin M. Dougherty

Administrative Judge, Common Pleas Court Family Division

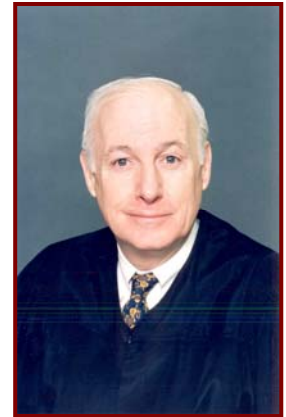
Judge Kevin M. Dougherty was appointed Administrative Judge of Philadelphia Family Court by the Supreme Court of Pennsylvania on December 31, 2005. As Administrative Judge, his responsibilities include overseeing the Juvenile Branch, the Juvenile Probation Department, the Domestic Relations Branch and 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's 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.

Zygmunt A. Pines, Esquire

Court Administrator of Pennsylvania

Zygmont A. Pines, Esquire was appointed Court Administrator of Pennsylvania 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 sub-committees; Governor's Pandemic Advisory Council; Pennsylvania Commission on Crime and Delinquency; Pennsylvania Association of Court Management; Administrative Governing Board of Pennsylvania's First Judicial District (Philadelphia); Pennsylvania Supreme Court's Investment Advisory Board; U.S. 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; member of CDC/DOJ Taskforce on Public Health Emergency Preparedness; Conference of State Court Administrators (COSCA) Board of Directors; COSCA Regional Mid-Atlantic Committee; 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.

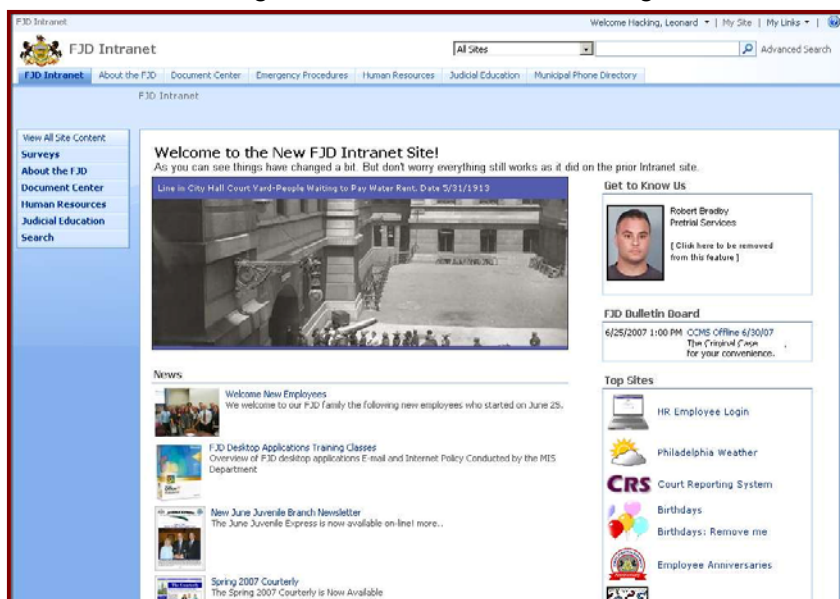
First Judicial District Summary of 2007 Court Administration Highlights

Management Development Program

Lunchtime Roundtable Discussions: The Management Development Program series of Lunchtime Roundtable Discussions continued throughout 2007. With renewed vigor, the MDP structure and schedule of events began to undergo reorganization to make it more effective and meaningful. Various topics are covered in lunchtime roundtables that are tailored to accommodate MDP participants with different levels of authority and experience.

Upgraded Intranet

The FJD transferred its Intranet applications to Microsoft's SharePoint 2007 platform. A bright, cleaner look comes from this new foundation that provides a significant amount of standardization and security to the Intranet that will be exploited to benefit the FJD during 2008.



Above, the new "Sharepoint" format Intranet unveiled in 2007. This format provides greater access for those who are interested in communicating with other employees through their own web page, or those of their courts or divisions.

New "flash" displays put up alternating "billboards" that highlight new features and news of interest for the employees of the District. The upgraded organization of the site also makes for easier navigating so employees can make better use of this effective internal communication device.

Now, each court or division of the District is free to construct their own web pages focused on employees in the various parts of the FJD. The Data Processing Department and its adjunct Management Information Systems (MIS) worked hard throughout 2007 preparing for two important applications scheduled for release in 2008.

CPCMS (Common Pleas Criminal Case Management System): 2007, marked the first full year of operation for the First Judicial District Common Pleas Criminal Case Management System (CPCMS) following its initial opening in September of 2006. The First Judicial District was the last jurisdiction in the Commonwealth of Pennsylvania scheduled to join the CPCMS network that extends statewide and beyond through linkages with related systems. The system provides complete, front-to-back local management of criminal cases and shares information about those cases with other jurisdictions, criminal justice partners, and the state police and FBI through linked applications like CLEAN.

The Commonwealth Law Enforcement Assistance Network (CLEAN) is used by the Commonwealth's criminal justice agencies to access driver license and motor vehicle information, state criminal history record information maintained in the Pennsylvania State Police Central Repository, the Commonwealth's central registry for Protection from Abuse orders, "hot" (stolen and wanted) files, law enforcement messaging capabilities, and a host of other services. CLEAN is Pennsylvania's conduit to NCIC, the FBI's National Crime Information Center, and to Nlets, the International Justice and Public Safety Information Sharing Network (<http://www.psp.state.pa.us/clean/site/default.asp>)

CPCMS provides, for the first time, a reliable source of information about criminal dockets here and elsewhere in Pennsylvania. This is probably one of the most important criminal justice initiatives ever to be implemented in the First Judicial District.

Work Continues Toward New Projects

Civil Electronic Filing: Following the trials and successes of the Orphans' Court E-Filing System, work continued in 2007 toward the expected release of the Civil Case E-Filing System in 2008. This is a work of massive proportions encompassing all facets of the civil case process. From front to end, the processing of civil cases in Philadelphia was automated during 2007 to make filing cases and tracking their progress over the Internet a reality. Attorneys or *pro se* filers can access the system after setting up an account with usernames and passwords. Exhibits and related documents are scanned and attached to docket reports as the court moves gradually away from paper filing to completely electronic case management following a six-month transition period after the 2008 opening of the FJD Civil E-Filing System.



Above, (l-r) Lee W. Swiacki Combined Campaign Co-Chair from Administrative Services, collects pledge cards from Joanne Harris and Jackie Baione of the Budget and Fiscal Office. The 2007 campaign was a tremendous success.



An FJD team ran in the Susan Komen Race for the Cure (for breast cancer) carrying the image of the deceased Myrna Field, former Common Pleas Family Division Administrative Judge.

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 established 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 through the Office of the Court Administrator.

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 purchasing and 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 reports. These publications, training presentations, charts, graphs, and statistical research and analyses

are the products of 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 in 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 space. 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 Court 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 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 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 maintains judicial chambers, telephone, vehicle and parking databases and generates reports for management as needed. 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.

The department processes and provides routing documentation for purchase requisitions submitted by the Office of the President Judge and the Trial Division.

During 2007, while providing the services listed above, the FJD building and Facilities Unit performed complete renovations of City Hall Courtrooms 246, 254, 646 and 650.

Procurement Department

Located in 368 City Hall, the Procurement Unit continually strives to uphold an established and uncompromising Mission: to ensure that all the customers' needs are satisfactorily addressed with congenial and attentive service through the expeditious delivery of quality goods and services at the most economic prices available. To achieve its objectives, the Procurement Unit controls First Judicial District purchase of supplies, equipment, and services while monitoring District property management through the Inventory Control Division.

Procurement personnel are also responsible for the negotiation, implementation, and on-going administration of contracts, licensing, and lease agreements. In addition, throughout 2007, the Procurement Unit routinely extended its established cost-saving measures, economic protocol, and expertise to help fund ongoing technology enhancements, training, and space improvements throughout the FJD. During 2007, Procurement Unit staff served as active members or provided auxiliary services to various project management teams for many FJD endeavors such as:

- The new Family Division Truancy Initiative Committee. The Unit also assisted in the space design and renovation, addressed operational equipment and supply needs, and negotiated and executed various professional services agreements for Truancy Masters, Writ Service Companies, and others;
- The Interpreter Review Committee;
- The Commonwealth Common Pleas Case Management System ("CPCMS");
- Additional enhancements to Municipal Court Electronic Filing Case Management system (CLAIMS);
- Helped to provide technology enhancements and new equipment court-wide and Court technology hubs, Data Processing and MIS Departments. Services also included assistance in the fiber optic installation process to various facilities;
- Contributed toward the continued success of the annual Juror Appreciation Day;
- Supported the continued success of the annual *Pro Bono* Awards Program;
- Conducted feasibility research and investigations related to divisional-tenancy needs both current and projected;
- Provided assistance to several city agencies for various projects: software enhancements, equipment, supplies, contracting for supplemental manpower, etc.
- Conducted the bid and negotiation process for court-wide general office supplies. Current endeavors include a potential electronic ordering process.
- Assistance with transitioning into the new security protocol implemented by the City of Philadelphia to all applicable facilities as well as the purchase and installation of various state-of-the-art x-ray and metal detector machines; and
- Updated and improved Video Conferencing System.

Court Reporter and Interpreter Services

Overview

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

The five service centers are: 1) Court Reporting Services; 2) Interpreter Services; 3) Record Reproduction Center; 4) the CRS system and 5) the Digital Recording Program. The Court Reporter, Interpreter and Digital Recording Administration employ a total staff of 163 employees.

Court Reporting Services

Court reporters are highly trained and skilled professionals who, through the use of stenographic machines and computer-aided transcription, preserve the verbatim record of all proceedings in the First Judicial District (FJD), with the exception of those proceedings held in 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, court reporters staff courtrooms housed in 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 within the purview of court reporters' duties where the preservation of a 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 126 court reporters; 107 full-time court reporters and 19 per diem 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 25 Court Reporter Trainees who have varied levels of experience and have, or are working toward attaining, full certification. Per diem court reporters include retired and free lance reporters who staff courtrooms as their own schedules permit.

Court Reporters provide services to every FJD courtroom, in each of the divisions outlined above, on a daily basis. 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 Court Reporting

Real-time transcription involves the simultaneous translation and display of court 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 within the courtroom.

Real-time Reporters provide a valuable service to the hard-of-hearing and deaf individuals who otherwise would not be able to participate in the judicial process in a standard courtroom environment. In such instances, the deaf or hard-of-hearing individual utilizes computer monitors situated in the courtroom so that they can read an accurate written version of the live oral testimony *as it occurs, or, in "real-time."* Those real-time writers who are not yet certified continue to work towards that goal.

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

Digital Recording Program

The Court Reporter and Interpreter Division instituted the Digital Recording Program in 2003 in response to a general shortage of highly-qualified stenographic court reporters. As of March of 2008, the Digital Recording Program employed three administrative staff members, (Supervisor, Transcript Coordinator & Digital Technology Specialist) as well as a staff of 11 full-time and 13 part-time Digital Recording Technicians (DRTs). The DRTs monitor the recording of court proceedings through the use of FTR Gold Recording software. Additionally, Digital Recording Technicians create detailed log notes that are utilized by the digital recording transcriptionists to ensure accurate transcription of audio files.

The Digital Recording Program staffs courtrooms within the Domestic Relations Division, Juvenile Division, Youth Study Center, and all Violation of Probation hearings.

As of 2008, all computers staffed by Digital Recording Technicians are connected to a central server. As the recordings and log notes are being produced, the audio files and log note files are automatically sent to a central server for storage and future retrieval. Prior to this advance, each day's proceedings had been stored on a disk. The central server technology dramatically reduced costs and physical storage needs.

The technology involved in the maintenance of the Digital Recording Program continues to evolve and grow at a quick pace, and has begun to serve functions within the Court Reporter, Interpreter and Digital Recording Administration which are not directly related to digital recording.

The Digital Recording Technology Specialist has been given the duty of maintaining a central storage server upon which all court reporters' non-transcribed raw notes are placed. The court reporters transfer their non-transcribed raw notes onto portable flash drives. The DRT Technology Specialist then transfers these files from the flash drives onto a central server which contains a folder for each court reporter. In the event of a lengthy sickness, death or termination of a court reporter, or if for some other reason the court reporter cannot produce the requested notes of testimony, technicians access the raw note storage server. In doing so, they gain access to reporters' notes and the transcripts can then be produced, eliminating the time-consuming and often fruitless job of tracking an unavailable court reporter's raw notes of testimony.

The Administrative Staff of the Digital Recording Program, though not directly responsible for the maintenance of digital recording computers installed in other areas of the City, also voluntarily provides troubleshooting support services to the digital recording programs that have been implemented in other areas of the Philadelphia Court System, including the Civil

Administration of the Municipal Courts and the Civil Mental Health Hearing Program as well as offering support to the Berks County Court Administration in Reading, Pennsylvania.

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 who are deaf or of Limited English Proficiency (LEP). Toward that end, a database is maintained to record and track interpreter assignments and to monitor costs. Accordingly, controls are in place to avoid unnecessary expenses and provide greater scheduling efficiency. Part of these controls is a system of weekly calendars that are sent to the District Attorney, the Public Defender, the Chiefs of Municipal and Common Pleas courtroom operations, as well as Municipal Court Civil Division and both Family Court Branches. These calendars are provided to confirm hearings for the upcoming week for which interpreters have been scheduled, and to cancel interpreters when warranted.

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 they can become more familiar with legal terminology specific to each court and receive instruction regarding professional and ethical standards. Most recently, the AOPC set in place a certification roster. All interpreters working in any courtroom with the FJD, must pass certification criteria for confirmation and must appear on this roster.

The Interpreter Division has helped litigants meaningfully participate in the judicial process by providing interpreter services in over 60 languages. By the end of calendar year 2007, it is estimated that almost \$1 million will have been paid to contract agencies for Sign and spoken language interpreter services.

Court Reporting System (CRS)

The Court Reporting System (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 can easily retrieve and print 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 provides varied services to the Court Reporter Administration as well as all 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 court-appointed counsel and other private parties who do not have access to the CRS system (*See Court Reporting System (CRS) above*).

In addition to the Record Reproduction Center functions, as they relate to court reporting services, the Center also provides the following services to the FJD, as a whole:

- 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.
- Assists judges, attorneys and private citizens regarding printing projects that are directly related to court system functions.

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.

Data Processing

The year 2007 was largely dedicated to revising and simplifying existing applications and planning a migration path to exploit a newer and more efficient infrastructure. The staff was also engaged in planning and developing new enabling technology to meet the increasing challenges presented to the First Judicial District (FJD).

The FJD transferred its Intranet applications to Microsoft's SharePoint 2007 platform. This new foundation provides a significant amount of standardization and security to the Intranet and will be exploited to benefit the FJD during 2008.

During 2006, Data Processing successfully migrated 40 years of criminal data from the mainframe computer system to the statewide Common Pleas Court Criminal Case Management System (CPCMS). In 2007, data processing developed and maintained a data feed from CPCMS for the benefit of Philadelphia's Criminal Justice Community. This process allows data from CPCMS to be integrated with Case Management Systems for our criminal justice partners. Enhancements and modifications to this conduit are planned for 2008.

The Family Division of the Court of Common Pleas installed enhancements to their Domestic Violence, Delinquency and Dependency applications. A complete rewrite of their Truancy sub-system was implemented during 2007. Staff developed software and database technology to increase the integration with the Department of Human Services for juveniles placed with that department. Software was developed and installed to assist with recording and processing Emergency Protection from Abuse orders during 2007.

During 2007, the Trial Division Civil Section has been engaged in developing specifications for the purpose of implementing an Electronic Filing System. Data Processing has been translating the specifications into software and designing a hardware environment to support and integrate E-Filing with the existing case management system. This project is monumental and Data Processing is currently working to bring this system to a production status.

Management Information Services (MIS)

MIS participated in and provided technical support for all of the current 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.

Also during 2007, MIS replaced and upgraded the Video conferencing systems for Arraignment Court and Pretrial Services. In addition, video capabilities were added to all of the detective divisions for warrant processing with the Municipal Court Bail Commissioners. MIS continues to provide 24 x 7 coverage and support for all FJD locations and responded to approximately 25,000 calls for service and support in 2007.

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 the 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 pursuit of providing exemplary customer service throughout the District, HR functions include, but are not limited to: administering 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; disciplinary appeals; monitoring compliance with employment laws; and maintenance of an automated Human Resource Information System.

As a result of the Human Resources Department wide range of assignments, the Office of Human Resources was invited and participated in the following projects during 2007:

- 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;
- Training sessions for supervisors and employees in the application of personnel policies;
- 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's Intranet;
- Processing of online Flex Open Enrollment forms and information;
- Coordinated processing through the City for online appointments and separations;
- Coordinated processing through the City Administration for online identification cards'
- Implementation of the Employee Assistance Program (EAP);
- Research, recruitment and implementation of New Employee Orientation film;
- Assisting the City Administration with the development and implementation of an online HRIS system;
- Assist the City Administration in implementing and maintaining City Hall security;
- Reviewed and updated Job Code List;
- Reviewed and recommended update to Judicial Staff Policies;
- Training for the FJD ADA coordinators;
- Development, implementation and distribution of a Rapid Run Report Writer throughout the District;
- Development and implementation of 153 new reports for various departments; and
- Completion of a new ABRA operational manual and training.

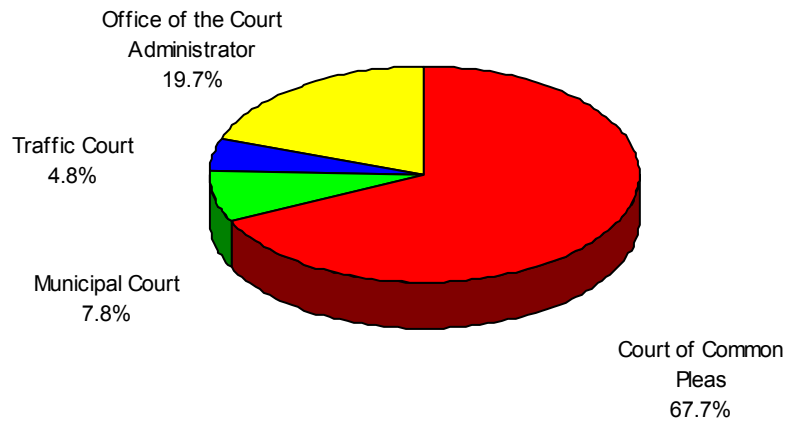
Senior Staff Advisors

Working out of the Office of the Court Administrator, Senior Staff Advisors are widely-experienced employees who are responsible for project management, research and evaluation of statistics and programs, reporting, various writing assignments, and the production of FJD publications. Senior Staff Advisors have, at one time or another, worked on projects in all three of the FJD constituent courts.

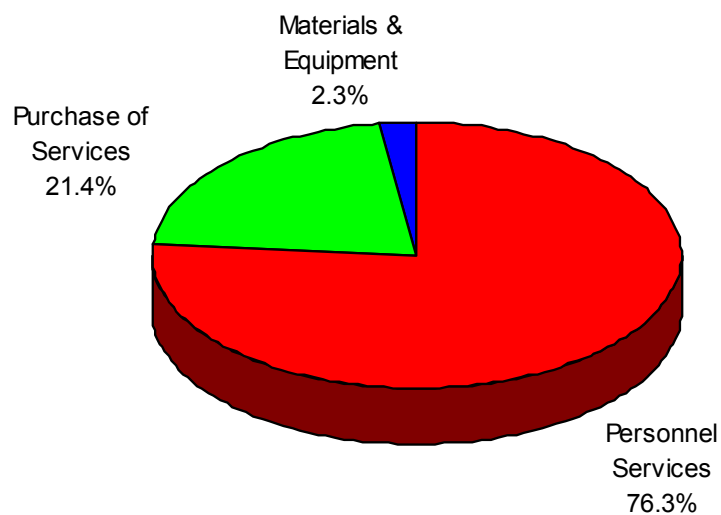
Long term assignments include administration of the Emergency Notification System, production of Annual Reports, and publication of the FJD newsletter, the *Courterly*. Duties also include ad-hoc assignments when new systems are proposed for the courts or when existent systems require re-evaluation.

As project managers Senior Staff Advisors have been involved in the development and implementation of the Common Pleas Court 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.

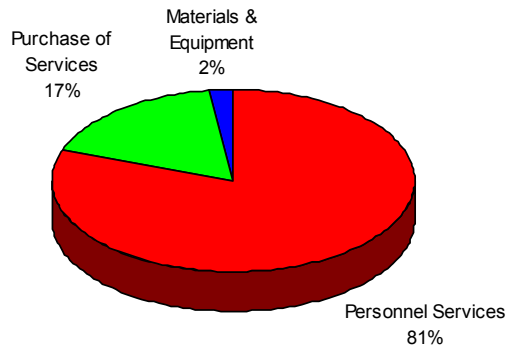
**FY07 First Judicial District
General Fund Appropriation by Court**



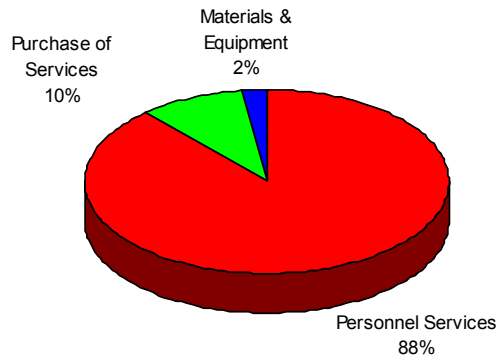
**FY07 First Judicial District
General Fund Appropriation by Class**



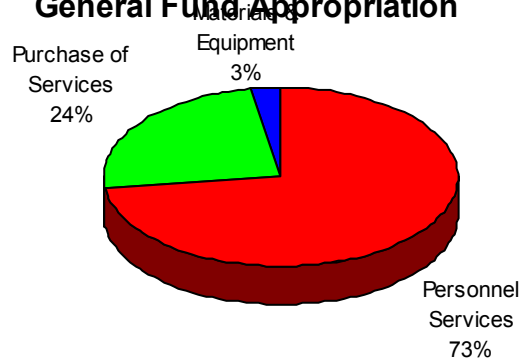
**FY07 Court of Common Pleas
General Fund Appropriation**



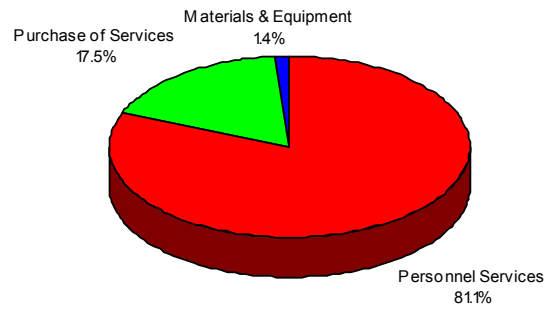
**FY07 Municipal Court
General Fund Appropriation**



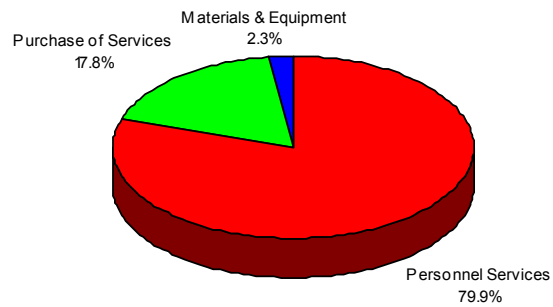
**FY07 Traffic Court
General Fund Appropriation**



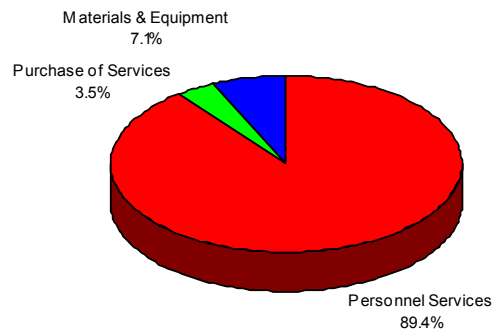
Court of Common Pleas: Trial Division



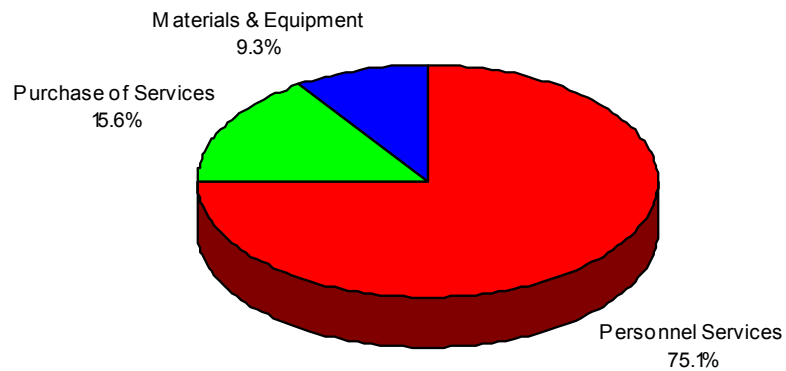
Court of Common Pleas: Family Court



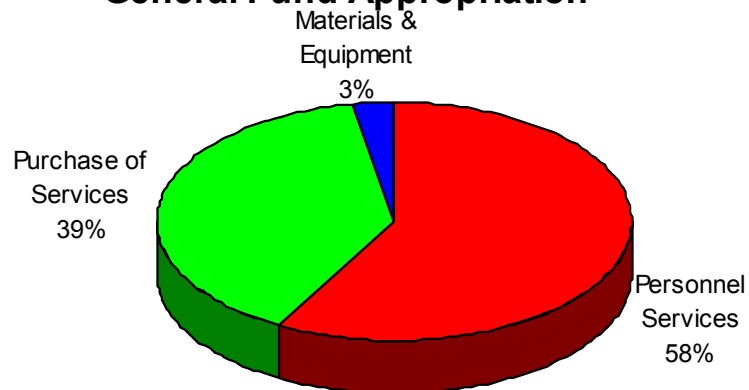
Court of Common Pleas: Orphans' Court



Court of Common Pleas: President Judge 2007



FY07 Office of the Court Administrator General Fund Appropriation



Court of Common Pleas

The Courts of Common Pleas are Pennsylvania's courts of general trial jurisdiction. They have existed since the colonial charter of Pennsylvania, and are incorporated in the Pennsylvania Constitution of 1776. The complement of judges for the Court of Common Pleas of Philadelphia County is set at 93 full-time judges. In 2007, those full-time judges were generally assigned along the following proportions: Trial Division (67), Family Division (23), and Orphans' Court Division (3). Thirteen Senior Judges augmented the services of their colleagues by presiding in 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 2007 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. Darnell 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.



Then- Mayor Street and President Judge C. Darnell Jones, II pose during the 2007 Juror Appreciation Day ceremony.

Office of the President Judge

The President Judge:

- 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 Court Law Library (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 seek 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.

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.

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: <http://courts.phila.gov>. 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 the treatment facilities' 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 automatically sent to the interested parties in compliance with the notice requirements of Pa. 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.

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".



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)

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 13 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, caseload 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 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.

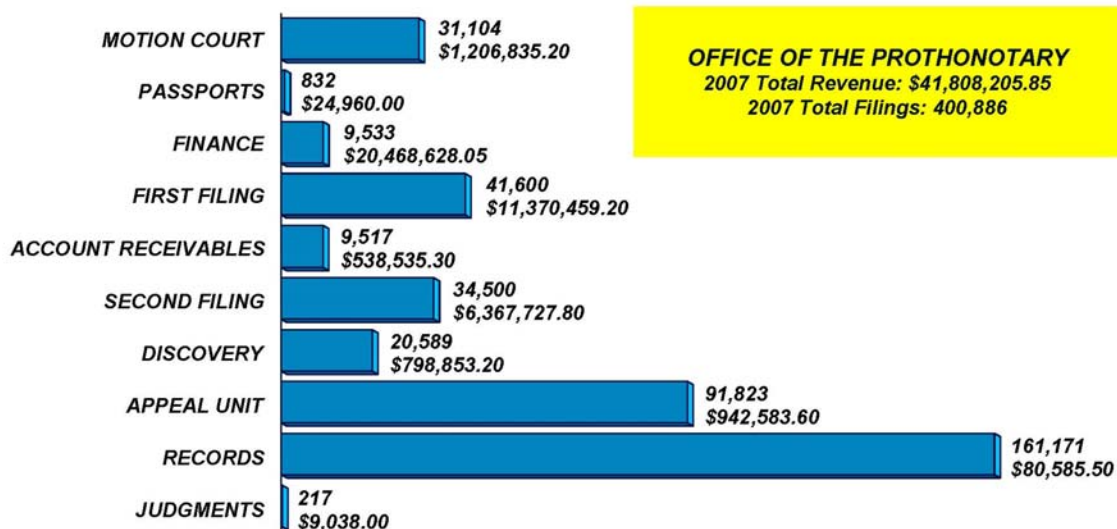
The Prothonotary must also determine office and program needs; prepare and present programs and processes for approval by the judiciary; resolve conflicts within the court; and establish and enforce good management practices. Today, and during 2006 and 2007, the Prothonotary has been co-chair of the 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 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.

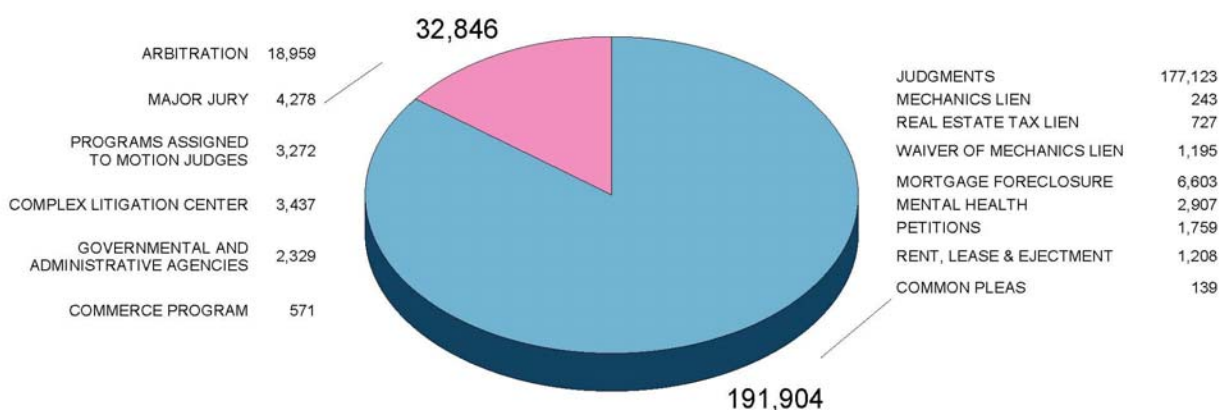
In a report issued in September 2004, the National Center for State Courts recognized the FJD Common Pleas Civil Court as “arguably the best-managed large urban civil trial court operation in the nation,” and determined that “the leadership and staff of the Prothonotary’s Office have developed effective 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 Prothonotaries and Clerks of Court. He is also a member of the International Association of Clerks, Records, 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 Statistics 2007



OFFICE OF THE PROTHONOTARY FILINGS COMMENCED 2007: 224,750



Trial Division of the Court of Common Pleas

The Trial Division is one of three divisions of the Philadelphia Court of Common Pleas. The Court of Common Pleas Trial Division has general jurisdiction in civil and criminal cases, excluding Family Division or Orphans' Court matters.

In 2007, the Court of Common Pleas Trial Division Bench comprised nearly seventy commissioned judges. The judges in commission are supplemented by the services of senior judges. The Division is divided into two sections - Civil and Criminal. The majority of the judges are usually assigned to the Criminal Section. There are approximately one-thousand employees in the many separate departments throughout the Trial Division.

Office of the Administrative Judge

The Trial Division is led by an Administrative Judge, who is appointed by the Supreme Court of Pennsylvania and serves at the pleasure of the Supreme Court. On April 1, 2007, Judge D. Webster Keogh was appointed Administrative Judge for a three-year term. As Administrative Judge, he is the approving authority for all administrative matters associated with the Division.

The duties of the Administrative Judge of the Trial Division include but are not limited to:

- Assignment of judges within the Trial Division, along with designation and use of all rooms assigned to the Division for judicial use, excepting chambers for each judge;
- Oversight of case management practices in both the Civil and Criminal Sections;
- Personnel administration within the Trial Division;
- Preparation and analysis of periodic reports of facts and statistics concerning the disposition of cases;
- Coordination of the use of technology to expedite the timely disposition of cases;
- Operation of the First Judicial District's Jury Commission;
- Administrative oversight of fiscal matters that relate to the Trial Division;
- Administrative oversight of the Adult Probation and Parole Department.

The Administrative Judge of the Trial Division sits on the First Judicial District's Administrative Governing Board, which functions much like a Board of Directors for the District. The Board includes the three president judges, three administrative judges, and the State Court Administrator.

The Office of the Administrative Judge is located in room 516 City Hall. The phone number is 215-686-2602 and the fax number is 215-686-7049.

Civil Section

The Civil Supervising Judge is the Honorable Esther R. Sylvester. The Civil Section has jurisdiction over actions at law and equity along with appeals from Municipal Court and certain administrative agencies and boards. The Trial Division Civil Section has jurisdiction over civil claims involving amounts in excess of \$10,000. The variety of civil actions that may be brought in the Trial Division Civil Section includes Negligence, Contract and Equity Action.

Criminal Section

The Criminal Section has jurisdiction over all felony cases and appeals from Municipal Court for a trial *de novo* (new trial) including a right to a trial by jury. Among the types of cases that fall within the assignments of the Trial Division Criminal Section are homicide cases, capital PCRA cases and felony cases. The Probation Department and Pretrial Services are included in the Criminal Section of the Division.



A new class of Adult Probation Officers pose just after their swearing-in ceremony.



Left, a new class of Adult Probation Officers wait for the swearing-in ceremony. Below left Criminal DCA Joseph Lanzalotti and chief Probation Officer Robert Malvestuto. Bottom right, the class anticipates the addresses by the President and Administrative Judges.



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. More people come into contact with the Jury Selection Commission than with any other part of the justice system.

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 of Philadelphia.

In 2007, the process beginning with the mailing of initial jury qualification questionnaires resulted in approximately 96,172 people responding and being deemed qualified. Of those, 80,458 citizens reported for Jury Duty after being called to serve.

The Philadelphia Court of Common Pleas and Pennsylvanians for Modern Courts (PMC) sponsored the Eighth Annual Juror Appreciation Day to recognize the crucial public service performed by local citizens who serve jury duty. The celebration fell during Pennsylvania's annual celebration of jurors throughout May. Kenneth Gamble, chairman and co-founder of Philadelphia International Records, served as keynote speaker and emphasized that jury duty is not always convenient, but it is a responsibility we all share. He explained that jurors must come together and work as a coordinated ensemble to reach just verdicts. Mayor John F. Street and City Councilwoman Blondell Reynolds Brown also thanked the jurors for their service.



Juror Appreciation Day 2007
Councilwoman Blondell Reynolds Brown reads Council proclamation.

"Ultimately, our entire system of justice comes down to one person: you, the juror. Taking the time to serve as a juror, to listen to all the evidence and to decide honestly and fairly is perhaps the most important duty you, as a private citizen, can perform," explained D. Webster Keogh, Administrative Judge of the Trial Division. "We cannot overstate the importance of your role here today."



Juror Appreciation Day Mayor
Street greets a potential juror.

Trial Division Criminal Section

The Criminal Section of the Trial Division employs more than 650 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 2007 to record some impressive achievements.

Criminal Case Processing

In 2007, aside from the specialized programs listed below, the Criminal Section managed and disposed of an array of case types ranging from 290 complex homicides trials and 13,451 trials for non-homicide cases, down to 291 miscellaneous dockets and 12,795 Summary Appeals. The 44 Trial Division Criminal courtrooms produced a total of 26,827 dispositions, or about 107 for every day that court was in session (assuming 250 judge days per year). In addition, specialized Felony Waiver programs, including Gun Court and Zone Court, were successful in disposing of high volumes of other less complicated case types.

These criminal case disposition totals were achieved despite Philadelphia's soaring trial rates that in recent years have been the highest in the state and stand out even among similar jurisdictions across the country. In 2007, the FJD conducted 3,880 trials and 694 jury trials. Past studies have shown that Philadelphia's trial rate has been three to four times that of the next largest jurisdiction in the Fifth Judicial District in Allegheny County.

Gun Court

Gun Court completed its third full year of operation and continues to show promising results. Gun Court is part of the Felony Waiver Program. This specialized court is assigned cases where Violation of the Uniform Firearms Act (VUFA) is the most serious (lead) charge. There were 1,005 non-jury trial dispositions in 2007. The recidivism rate for Gun Court offenders was 6% less than the recidivism rate for general population offenders.

Zone Court

Zone Court completed its first year of operation. Zone Court comprises a group of six courtrooms in the Felony Waiver Program (including a pretrial room) where cases are assigned to trial courtroom locations based on the Police District of the offenses. Most of the cases are less-complicated matters that receive expedited dispositions. Zone Court is an effort to reduce police officer overtime for court appearances and to coordinate resources of the prosecution and defense to facilitate prompt disposition of matters. It also establishes the court's presence in the community. In 2007, there were 8,398 Zone Court dispositions.

Audio-Video Conferencing (AVC)

AVC was expanded to eight courtrooms, six more than last year. AVC can connect to all federal, state, and county jails equipped with corresponding AVC capability. Audio-Video Conferencing

technology has been used to conduct a wide assortment of court proceedings including extradition hearings, guilty pleas, sentencing hearings, bail hearings, pretrial motions, PCRA hearings, post trial motions, and state parole hearings including violation hearings for state prisoners. In 2007, the court used this technology to conduct 606 video hearings, saving the county an estimated \$243,160 in prisoner transportation costs; an increase in savings of about 30% (\$55,652) over 2006 figures.

Strategic Anti-Violence Unit (SAV-U)

A partnership with the social scientists of the Jerry Lee School of Criminology at the University of Pennsylvania has completed its final phase of validation. The goal of the initiative is to create a risk-assessment tool that uses strictly scientific methods of interpreting data to identify – within a reasonable degree of scientific certainty – offenders who will kill or be killed. Once identified, they are assigned to high-risk supervision caseloads. When fully implemented, the adult probation department will be better able to reallocate limited supervision resources to the maximum effect by focusing efforts on higher-risk cases to significantly reduce violent crime in Philadelphia.

Bail Acceptance

In the fourth quarter of 2007, the Criminal Section opened an additional cashiering office in the waiting room of the County Jail in the Northeast section of Philadelphia. Before then, bail could only be paid at the Criminal Justice Center (CJC). This move allows sureties to post bail directly at the jail, without having to make the ten-mile trip down to the CJC in Center City. Initial feedback has been very positive, and an additional shift of workers may be added in order to handle extra demand.

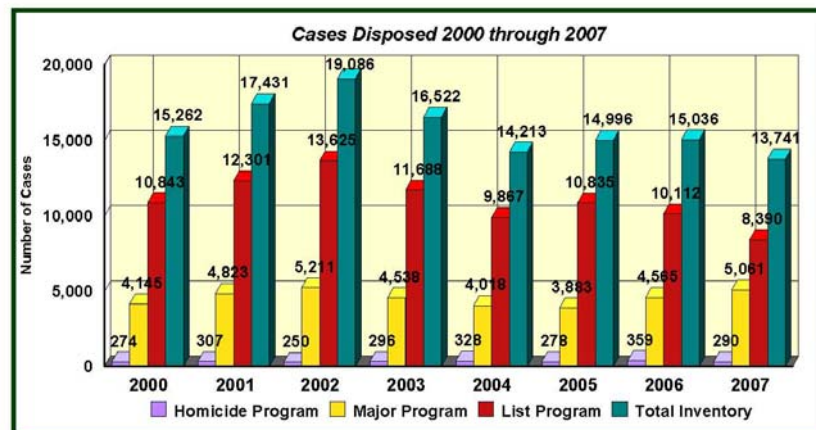
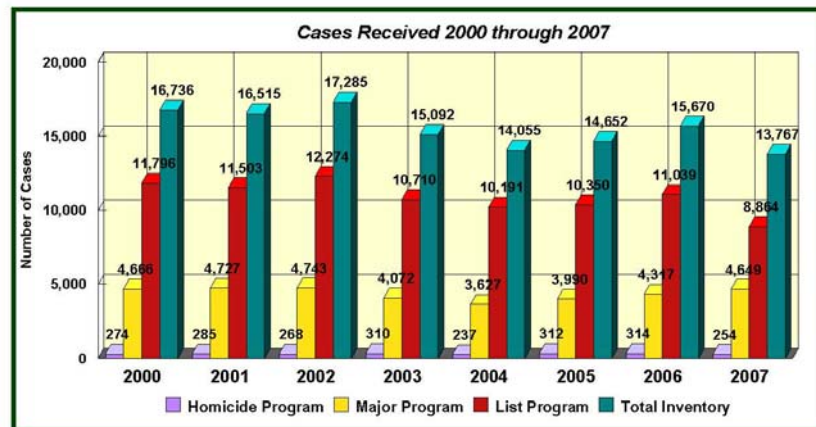
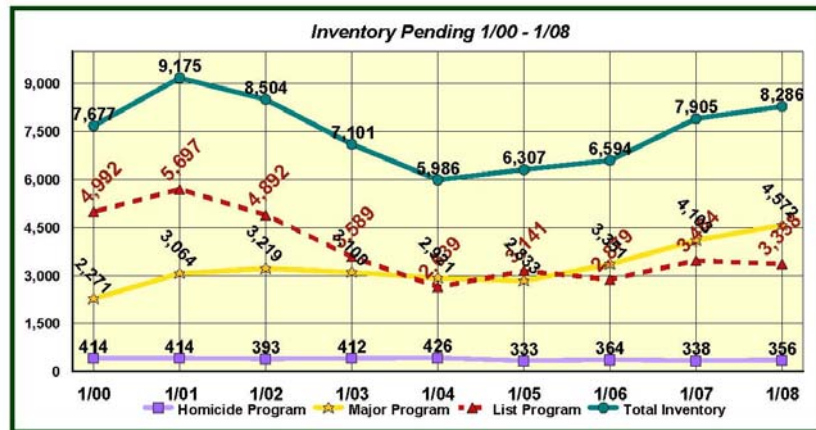
Payment Plans

The Common Pleas Case Management System (CPCMS) has provided, for the first time ever, a consolidated, fully functional, accounting and collection system for all types of court assessments. Formerly, in a divided legacy system, restitution had been handled in the court's system, while fines and costs collections were separate and apart, located under the purview of the Clerk of Quarter Sessions. With CPCMS, court personnel combine all of each offender's cases into one payment plan with one monthly payment. This consolidation results in easier payment and improved accountability. The "first view" of our accounting data shows 170,000 individual payment plans for \$280 million in receivables. The built-in dunning system combined with an automatic interface to a third-party collection agency should significantly increase collections for victims, the state, and the county in 2008.

Trial Division Criminal Section Goals for 2008

- Increase collections by \$1 million
- Implement SAV-U screening for all offenders
- Reduce time to disposition to less than 180 days
- Validate defendant records in CPCMS with correct SID
- Increase Pretrial Officers in order to properly supervise all pretrial defendants

First Judicial District of PA: Criminal Trial Division

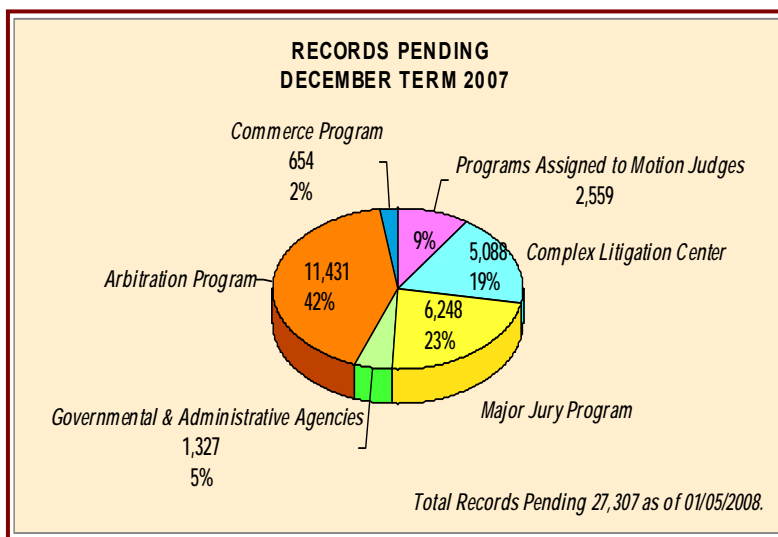


Trial Division Civil Section

During calendar year 2007, the Trial Division Civil Section Courts continued their success at efficiently and productively administering justice in Philadelphia. Courts broaden access to justice by several means. They implement innovative and progressive caseflow management systems. They also provide continuing education for support staff, create appropriate pre-trial forums, and through developing and installing technological advancements, benefit litigants and the public by accomplishing more, more economically.

Civil Case Management Programs

The key to success is the careful management of cases. Civil cases are evaluated and categorized. They are then placed into management programs and service centers specifically organized for effective handling and prompt and precise disposition. Significant court events are scheduled and schedules are followed. Deadlines are enforced. Litigants have come to expect efficiency from the Philadelphia Civil Courts.



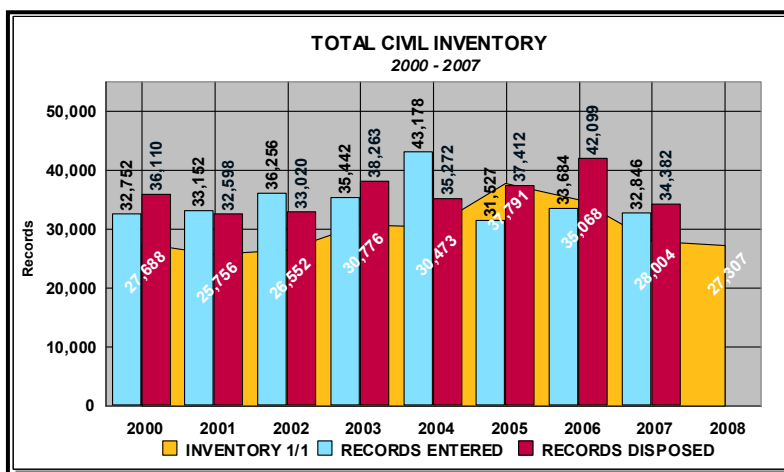
The case management programs include Complex Litigation, Day Forward Major Jury, Commerce Case Management, Motions, Class Actions, Arbitration, Governmental and Administrative Agency Appeals, Code Enforcement, Forfeiture, and Discovery, as well as the Civil Case Management and Dispute Resolution Service Center. The proportions of the various categories are shown in the chart above.

Civil Inventory

New Filings: Including arbitration matters, the Trial Division – Civil Courts received a total of 32,846 new filings during calendar year 2007.

Dispositions: Total civil dispositions for 2007 equaled 34,382. Excluding arbitration matters, the Court disposed of 16,788 civil cases.

Once again, the court disposed of more cases than it took in. As a result, the inventory of cases was reduced by 697



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

cases or 2.4%. Note: In these and the following charts, the background inventory of cases is represented by the gold area. The consistent reduction of that inventory is one of the continuing goals of the Trial Division Civil Courts.

Dispositions Per-Trial Judge: With 26 commissioned judges and 6 part-time senior judges assigned to hear civil cases during calendar year 2007, each judge disposed of an average of about 43 non-arbitration cases per month. This information supports and confirms other data pointing to strong judicial leadership, a high level of judicial productivity, and commitment of judges, administrators, and employees to the goals of the various case management programs and the mission of the court.

Records Pending: Civil records pending as of December 31, 2007, totaled 27,307:

Program	Civil Records Pending	Percent of Inventory
Arbitration	11,431	42%
Major Jury	6,248	23%
Complex Litigation	5,088	19%
Programs Assigned to Motions Judges	2,559	9%
Governmental and Administrative Agencies	1,327	5%
Commerce	654	2%
Total	27,307	100%

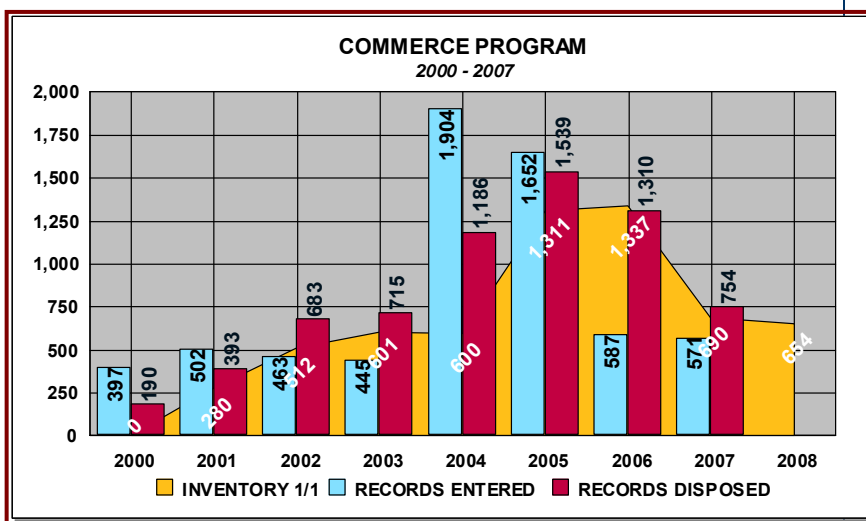
Commerce Program

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 2007, the Commerce Program Judges disposed of 754 cases. Over the past year or two, the Commerce Program's inventory has been refined so as to concentrate its resources on purely commercial and business matters. Note again, the reduction of the overall inventory of cases.

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

Commerce Program judges continue to provide guidance through their decisions interpreting Pennsylvania Commercial Law. Many substantive opinions were published in 2007.



The Program also continues to experience a very low reversal rate. Commerce Program opinions, rules and procedures are published on the FJD website for the public's ease of reference.

Complex Litigation Center

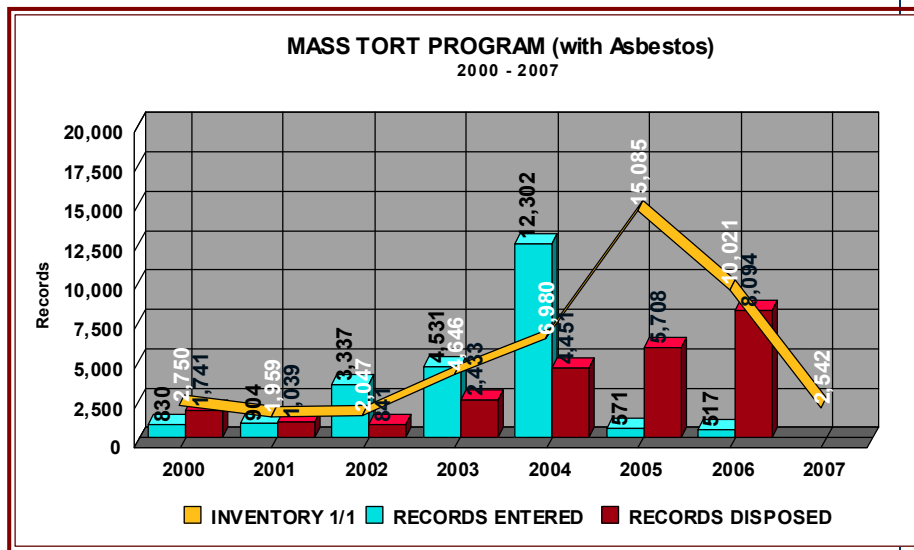
The Mass Tort, Asbestos, Major Non-Jury, Class Action, and Arbitration Appeals Programs are managed within the Complex Litigation Center. The National Center for State Courts noted, "the creation and operation of the Complex Litigation Center is clearly one of the Court's major achievements and a substantial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

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 Mass Tort Programs have been completed since the Program's inception. During calendar year 2007, there was a substantial reduction in the Phen-Fen case inventory. At the beginning of calendar year 2008 only 23 Phen-Fen filings remained in the court's inventory. The remaining cases are on track for timely disposition.

With the reduction of the Phen-Fen case inventory, the Hormone Replacement Therapy Program has become the Complex Litigation Center's largest Mass Tort Program, making up 59% of the mass tort case inventory. There were 1,558 Hormone Replacement Therapy cases in the inventory at the end of 2007. The Hormone Replacement Therapy Program is on track and many cases have been scheduled for trial for 2008.



A new Mass Tort Program has been created for "Avandia," which is an oral anti-diabetic medication. Allegedly, it causes an increased risk of heart attack.

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

The status conference event for Major Non-Jury cases was eliminated during 2007. A newly created Case Management Order is now issued in major non-jury cases through an efficient, automated process. These cases are placed in trial pools 11 months from the date of filing. The new process provides flexibility in the use of our judicial resources.

During calendar year 2007, the judges assigned to the Complex Litigation Center disposed of 4,287 cases.

Trials

There were 335 Jury Trials and 252 Non-Jury Trials conducted in the Civil Section of the Trial Division during calendar year 2007.

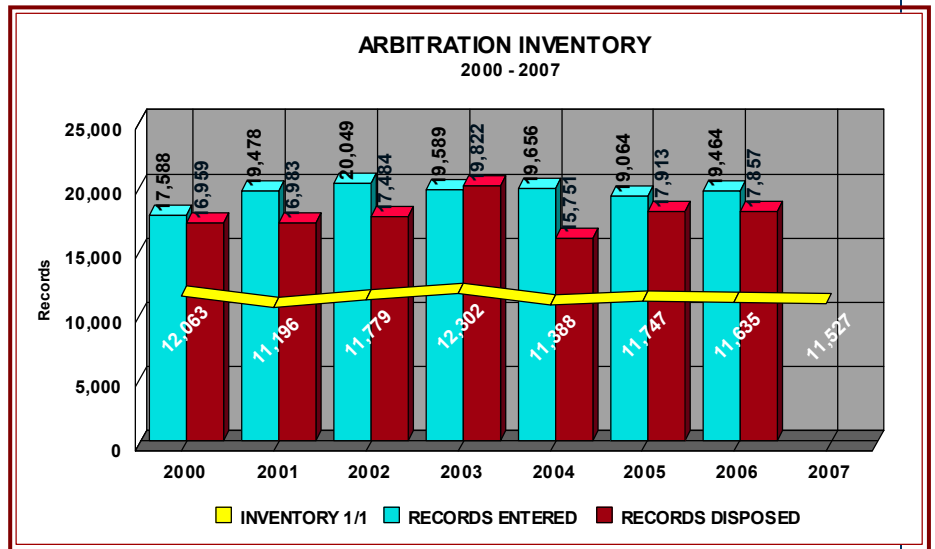
Compulsory Arbitration Program

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 actions 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.

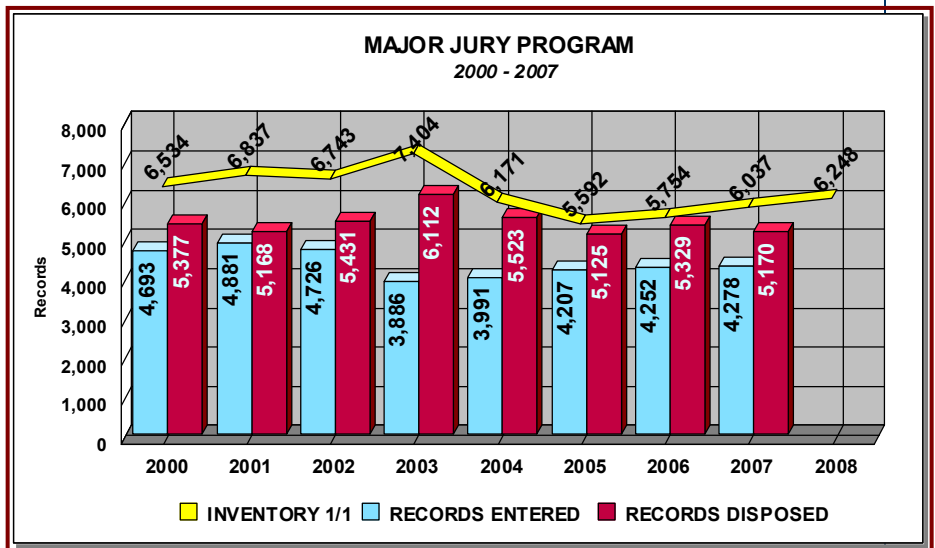
In September 2006, the court authorized the first fee increase for court appointed civil arbitrators in over 25 years. The arbitrator's fee increased from \$200 to \$225 for a full day of service, and from \$100 to \$125 for a half-day of service. The fee increase became effective on January 2, 2007.

The Compulsory Arbitration Program received 18,959 new filings in 2007. The program was able to successfully resolve 17,594 cases in 2007.

The 2007 arbitration appeal rate was approximately 37%, which represents a ten-year low.



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



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 commencement through 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.

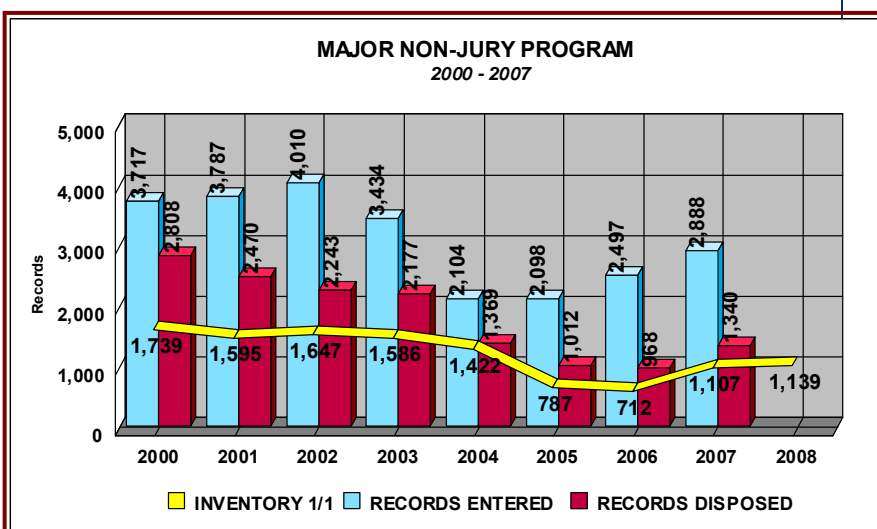
A more daunting yet critically important task for the successful operation of the Trial Division Civil Section is the distribution of notices to litigants. Each year, the court sends more than 120,000 notices to litigants to advise them to appear for scheduled court events. With the acquisition of state-of-the-art 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.

Technology Advances

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 are 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 project is projected to be completed during the first half of 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 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.

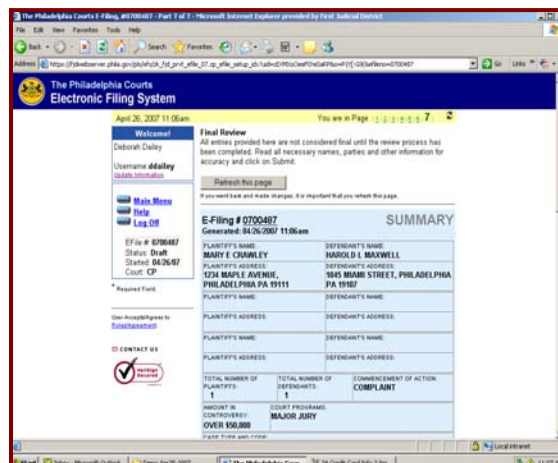
FJD Website: Through the First Judicial District award-winning website, the Section continues to provide the Bar, businesses, *pro se* litigants, and individual citizens with an avenue to important information. Users can gain immediate on-line access to civil dockets, forms, notices to the Bar, court 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 2008

- Move forward with the CP Civil Electronic Filing project. This will include electronic dissemination of all orders, notices, and letters to counsel of record.
- 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.

FJD Website (above) and the E-Filing Screen (right) through which the e-Filing application is accessed.



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 is composed of two major branches: Juvenile and Domestic Relations. During 2007, 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.

2007 Juvenile Delinquency Operations

Summarized 2007 Delinquency Case Activity and Outcomes:

2007 Dispositions by Proceeding Type

Adjudicatory Hearings (Trials)	7,512
Pretrial Hearings	1,129
Certification	72
Detention	781
Total	9,494

2007 New Case Disposition Outcomes

Referred Elsewhere	59
Dismissed / Withdrawn	4,921
Probation	2,727
Committed	1,528
Certified to Adult Court	7
Other	252
Total	9,494

JCJC Juvenile Probation Statewide Case Closing Outcomes

As part of the Juvenile Court Judges Commission Statewide Probation Outcomes Initiative, the Philadelphia Juvenile Probation recidivism rate for cases closed out of the system in 2007 continued to show positive outcomes. Of the 2,930 delinquency cases that were closed out, 84% of those youth successfully completed probation supervision without a new arrest. The Department showed similar results in 2006.

- The median length of supervision remained at 16 months in 2007 through increased efforts to by the Probation Department to ensure greater accountability for probationers to meet the supervision and court requirements.
- The average length of time a child spends in out-of-home placement was 11.5 months in 2007, and remained relatively stable compared to the 2006 average of 12 months.

Balanced and Restorative Justice Outcomes BARJ

Philadelphia probationers completed nearly 60,000 hours of community service to the City of Philadelphia in 2007. This is an increase of 30,000 hours of service from 2006. At minimum wage scales, these hours would correlate to over \$300,000 in services to the neighborhoods and citizens of Philadelphia.

The Juvenile Probation department collected over \$250,000 in restitution payments and dispersed more than \$275,000 to victims of juvenile crime in 2007. Philadelphia continues to be the statewide leader in restitution collections and payments to victims.

The Juvenile Probation Department collected \$104,000 in court-ordered fines and costs that were distributed through the Pennsylvania Crime Victims Compensation Fund to victims of juvenile crime.

Juvenile Drug Treatment Court

In September of 2004 the District started a drug treatment court for juveniles and this year as planned, the Juvenile Treatment Court expanded to City Wide implementation. In 2007, there were over 188 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 and the program takes approximately 9 months to complete. Thereafter, if the juvenile remains drug free for one year, their criminal record will be expunged. In 2007, 26 youth successfully graduated from the program and all others remain active in the program.

Police-Probation Partnership

The unit has been revamped to enhance collaboration with the Police Department in addressing juvenile crime. Probation Officers partner with the Philadelphia Police Department on the "Safe Schools Initiative," Youth Violence Reduction Partnership, Bench Warrant protocol, Priority Corner enforcement, and the COMPSTAT forum to better serve clients and enforce community safety issues.

JET

In 2007, the Juvenile Probation and Philadelphia Police Department 17th Police District teamed up to create the Juvenile Enforcement Team (JET). The JET task force identifies known juvenile offenders in the 17th district and targets surveillance and supervision of these juveniles. The development and utilization of criminal intelligence guides JET and the Probation and Police efforts in this community-policing collaborative. While only operating for a short period, JET has assisted in removing guns, drugs, and violent offenders from the streets.

Youth Violence Reduction Partnership (YVRP)

The Youth Violence Reduction Partnership continues to be the one of the most progressive and successful alliances in Philadelphia's mission to deal with the most violent offenders in the Juvenile and Adult Court systems. The motto of "Alive at 25" and the annual report analyses have yielded effective results in addressing this population's re-arrest rate and improved the safety of the clients and the community. As part of the State and Federal Blue Print for Violence Program, the YVRP initiative continues to fight the growing issue of guns and youth violence in the City

Youth Study Center

In 2007 Youth Study Center Intake processed 9,094 juvenile petitions including the diversion of nearly 700 cases through the YSC Diversion Program.

Aftercare/Reintegration Program

In an unprecedented joint effort 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 two-year development project. It provides comprehensive aftercare services from the time a youth is committed to an institution until their eventual final discharge after a term of aftercare probation following their re-entry into the community after their release. This program teams Probation Officers, residential providers, and the Philadelphia Youth Network to integrate efforts to work with families and youth while the juveniles are in placement and continues with a wide range of vocational, educational, therapeutic, and community-based services to the youth after their discharge from a facility.

The outcomes for the first three years of the initiative have shown progress in reducing recidivism and reentry into institutional placement while expanding and expediting entry back into regular schools and the community. Over 3,000 youth have been involved since the program began.

In 2008, the Aftercare Reintegration project will focus on the expansion and implementation of the Pennsylvania Academic and Technical Career Advancement Project. This mutual effort between the Philadelphia and Allegheny County Juvenile Probation Departments is aimed at improving placement facilities' academic and technical training programs. This three-year project, supported by grants from the MacArthur Foundation, the Pennsylvania Commission for Crime and Delinquency, and the Stone Leigh Foundation, will work with the providers – the Pennsylvania Department of Education and the individual school districts in Philadelphia and Pittsburgh – to provide credit recovery and matching academic and technical curriculum for all schools in Pennsylvania. They will also help with the transition of academic, technical, and job placement programming in the Home Counties for youth returning from placement.

Parent Orientation to Probation Program

This program serves to help orient parents whose children have been adjudicated delinquent in Family Court. The program provides a protocol, standards and expectations of the youth and from the parents as they relate to probation. It also strengthens the partnership between the Department and the family to further ensure successful probation terms for everyone involved.

Probation Department Strategic Planning

The Juvenile Probation department continues to employ Strategic Planning for probation to provide a broad, comprehensive roadmap to moving forward. The strategic visions for 2007 included:

- Case Management and Probation Officer Supervision Accountability;
- Probation Officer Safety;
- Community Field Probation Initiative; and
- Probation Officer Training.

Strategy group members include Probation Officers and supervisors with leadership and guidance provided by an administrative oversight committee. The Vision Initiatives that were developed are outlined below.

Case Management and Probation Officer Supervision Accountability

The Philadelphia Juvenile Probation Department typically supervises over 6,000 cases at any given time. To ensure the integrity of their mission, the Department developed the JACS Supervision report that outlines all supervision contacts for each Probation Officer each month. Developed through the JACS system, this evaluation tool is a monthly report for field Probation Officers that captures data for all client contacts and outlines where the visits occurred and with whom, in order to further ensure effective and efficient supervision of all probation cases. This report is a critical auditing and accountability tool for staff to view productivity and progress toward meeting Department supervision standards for our youth.

In 2007, Probation averaged over 7,088 successful clients' contacts per month and over the course of the year documented 85,050 successful client contacts, surpassing the 2006 total of 76,200 successful contacts by 8,850 or just over 10%. Since the inception of the Case Management and Supervision standards in 2005, the Probation Department has increased its supervision by nearly 40%. These outcomes are significant accomplishments in the face of reductions in juvenile probation staff over the previous three years.

Probation Officer Safety in the Field

Probation Officer safety continues to be a main focus for the strategic planning group. The development of the Safety Committee enabled the Department to address the concerns and issues of Probation Officer safety in a meaningful manner under the direction of Administrative Judge Kevin M. Dougherty. The Safety Committee worked to provide Probation Officers with protective body armor, badges, safety training, priority corner notifications, timely revision of field and building safety protocols, and the development of Probation Officer critical incident reporting to address the issues of field safety. Additionally in 2007, juvenile probation now has three certified street-safety trainers on staff who will train more than 130 probation officers in field/street safety techniques.

Community Field Probation Initiative

In an unprecedented effort to maximize Probation Officer supervision of community-based probation clients, the Community-Based Field Initiative was developed and implemented in 2007. This initiative promotes Probation Officer field supervision as an integrated process within the community, school, families, and a wide range of community-based providers to bring supervision and treatment services to probationers and their families. The Court has teamed with the Philadelphia Recreation Department, the Philadelphia School District, Philadelphia Safe and Sound, the Philadelphia Youth Network and a host of community providers and linkages to provide comprehensive and more intensive services to youth. The intent is to integrate the Probation Officers and clients into the fabric of the community during their time on probation, while increasing youth competency, accountability and the protection of the community.

Probation Officer Training

In 2007, the Juvenile Probation Department completed more than 10,500 hours of training. The emphasis of this year's plan was a reinforcement of current practices and policies and enhanced field supervision techniques. Other areas of increased and updated training involved

Probation Officer safety in the field, JNET, aftercare/reintegration, JACS and participation in statewide conferences by JCJC.

Random Moment in Time Study

Since October 2003, the probation department has been involved in a State and Federal program to research the operations of probation departments across the Country. Program participation entitles the Department to funds for services provided. The income generated through participation will be re-invested into probation for program and departmental needs. Last year, this program generated a million dollars for the city and probation services.

DNA Testing

Pursuant to Act 57 pertaining to DNA testing of all youth adjudicated of felony offenses, the Probation department, Youth Study Center Intake, and private providers conducted 975 DNA tests for 2007.

Juvenile Dependency Operations

Dependent Court uses Time Certain – Block Scheduling for efficiency. Cases are divided among four time blocks staggered throughout the day. Attorneys and social workers are expected to commit their appearances to only one courtroom during each time block, and in this way assure their availability. The practice reduces the number of continuances.

Dependent Court subscribes to the practice of One Family – One Judge to provide consistent services. In accordance with that protocol, 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 have a greater depth of understanding and commitment, because they follow each child's case from the initial filing of the petition until its ultimate discharge.

The Court Listings Unit monitors individual judicial caseloads and caseflow. This assessment and oversight ensures an equitable distribution of cases throughout the available courtrooms. It allows for 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 a Pre-Hearing Conference with all parties moderated by a facilitator. An assessment of the problems causing the child abuse or neglect is made. Expectations of the court are explained and responsibilities are delineated. A representative from Behavioral Health is present to assess any MH/DA needs. Of 1,517 Pre-Hearing Conferences held in 2007, 1,051 resulted in full agreements, which addressed placements, visitation, behavioral health evaluations, and services. Resolving these issues at the outset holds out hope for family preservation or reunification. Additionally, in the interest of judicial economy, none of the cases with agreements required a full adjudicatory hearing.

The Pre-Hearing Conference Coordinator assures that conferences are timely scheduled, that counsel is appointed for all relevant parties and that conference cases are distributed evenly to the courtrooms. The Coordinator also notifies Behavioral Health of

upcoming listings so that they are able to prepare for each case. Besides the parents, legal guardians and witnesses, 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, Private or Court Appointed Counsel for parents, legal guardians, Behavioral Health Professionals, and a Good Shepherd Mediation Facilitator.

Frontloaded Dependent Court Process

Philadelphia's Dependent Court successfully implemented the elements of the Frontloaded Model of Case Processing. Prior to the initial hearing, all attorneys have been appointed, all parties provided with a copy of the petition through timely notice, and the parents and children have been contacted by their counsel. Immediately prior to the initial hearing, Pre-Hearing Conferences are conducted. As a result, approximately 70% of cases arrive at the first adjudicatory hearing as agreements, markedly cutting down on court time. Additionally, by front-loading services, children proceed towards permanency faster.

On Site Behavioral Health Services

Behavioral Health and Drug and Alcohol services are available to 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 treatment histories of family members named in the Dependent Petition. At the Pre-Hearing Conferences, they are then able to identify behavioral health needs, arrange for evaluations and treatment for family members, and make informed recommendations to the Court, avoiding unnecessary duplication of services. From the Pre-Hearing Conferences, clinicians arranged for 1,032 psychological, psychiatric and family evaluations in 2007. An additional 847 evaluations were ordered at court hearings, for a total of 1,879 evaluations for the year.

On-Site Clinical Evaluation Unit

Through the support of 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 2007, they conducted 1,632 substance abuse assessments. Currently they are managing the cases of 1,194 people in drug treatment. Although frontloading is always preferable, 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 the praise of national child welfare experts as one of the most promising programs in the field.

Permanency

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

In addition to the permanency reports distributed to judges, a Master conducts two different kinds of conferences to ensure that permanency is achieved in a timely manner.

Pre-Trial 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 the case is ready to go on.

Case Management Conferences are scheduled for cases in which a child with a goal of Reunification has been in placement for 36 months or more. The purpose of the conference is to determine whether Reunification is 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 (DHS) to develop programs to respond to identified needs. Through the Court Improvement Project Committee, the Court also invites collaboration from provider social service agencies, legal service agencies, and the private court-appointed attorneys to raise standards and practices for the representation of children and parents in Dependent Court. Some of the 2007 topics were: a report from The Mayor's Blue Ribbon Panel on Protecting Philadelphia's Children, the relationship between Domestic Violence and Child Welfare, an introduction to the state-mandated safety assessments for children under DHS supervision, a discussion of the structure and content of Dependent court orders, and a review of the rates at which Permanency is achieved for Philadelphia's children in care.

Leading up to 2007, the Older Youth Protocol was developed in collaboration with several stakeholders. It is a guide for practitioners to better serve older youth and to ensure their successful transition from dependent foster care to independent adulthood. All parties involved in the child's care and legal proceedings work as a team prior to court to investigate and resolve the issues contained in the protocol, such as employment, housing, budgeting, health insurance and any problem areas where the Court's intervention would be most helpful. A mandatory training was held in June 2007 for all attorneys who practice in Dependent court. They were presented with copies of the protocol and worked through several scenarios depicting what occurs with older youth at permanency hearings. Beginning in July, the new protocol has been piloted in Courtroom "O", one of two specialized review courtrooms.

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

Dependency Petition Filings

During 2007, 4,043 new petitions were filed and 28,532 court hearings took place.

Children and Youth Services Adoption Branch

Adoption Branch

The Adoption Branch staff is responsible for filing, processing and listing termination of parental rights and adoption proceedings. While Final Adoption decrees are granted during these hearings, some cases in which the terminations are filed and completed in Philadelphia County are finalized in other jurisdictions.

The Adoption Branch staff processes Petitions for Registration of Foreign Births and Gestational Carrier cases. In addition, a search coordinator assists adoptees seeking to locate their biological parents.

From January 1, 2007 to December 31, 2007, approximately 339 Adoption Petitions were granted and 43 were pending.

Accelerated Adoption Review Court (AARC)

AARC is a specialized courtroom dedicated to examining cases where parental rights have been terminated but adoptions have 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 proceeding are required to appear in an effort to resolve any remaining issues that present impediments to the adoption. This courtroom is staffed by a full time permanent Master, who manages the case flow and who is familiar with the procedures and problems that can be presented in Adoption proceedings. In addition, there is a committee composed of members of the legal and social-service community who meet monthly to discuss issues that arise as impediments or any change to the adoption process.

Court Nursery

Each Sunday, court-ordered, supervised visitation is conducted in the Court Nursery located at 1801 Vine Street. The court orders are generated from both the 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 or deputy sheriffs are in attendance. There are also two nursery aides that facilitate the sign-in procedure and monitor visitation.

In April of 2000, new procedures and regulations were implemented to enhance the reporting component of supervised visitation. Each family has a folder which should contain their court order, sign-in sheets and any incident reports. The Presiding Judge is provided with nursery reports prior to the next scheduled court date. Reports include all the information contained in the nursery folder. A new computer program was developed in 2007 to allow Judges direct access to nursery reports. Judges and their staff will be able to access complete nursery reports from chambers and the courtrooms. All information has been entered into the program and it should be operational with judges before April 15, 2008.

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 to families involved in supervised visitation.

This adds an engaging modality to our nursery program and helps develop stronger relationships.

PREVENTION SERVICES UNIT (Formerly Reasonable Efforts in Assessment, Access and Prevention)

The Prevention Services Unit, previously known as REAAP (Reasonable Efforts in Assessment, Access and Prevention), seeks to prevent further court involvement or placement in either the dependent or delinquent systems. It 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 in an effort to instead provide them with Community Services. The program engages services with parents who contact Family Court directly to report that their children are incorrigible, truant, using drugs, or engaging in any of a host of other negative behaviors. Parents are often of the opinion that their only avenue to obtain services is to have their child arrested or leave them on the door step of the Department of Human Services. Family Court offers other options.

In addition, the Prevention Services Unit provides services to juveniles who are placed on deferred adjudication and interim probation. The benefit of utilizing Prevention Unit Services is that it utilizes an easily-accessible referral process to immediately access community-based services. Judges may utilize these services and defer adjudication to determine how juveniles respond to intervention.

Cases commence with assessments conducted by a Family Court social worker. Upon completion of this assessment, families are linked with an agency that will best address their particular problem. The agencies include: Girls, Inc., Community Advocates' Association for Children and Youth (CAACY), Caring People's Alliance (CPA), Congress 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 (years of age) petitions are also handled by this unit. ACT 53 cases involve the treatment of children with drug abuse issues and allow a commitment to a drug treatment center without an adjudication of delinquency. The under-ten petitions involve children under the age of ten who commit delinquent acts but due to their age cannot be charged in the delinquent system. In 2007, Prevention Services received 1,648 referrals. Of those, 403 were successfully diverted from the court system to other community-based services. There were 653 families that were interviewed for service.

Towards the end of 2007, the court decided to consider other evidence-based practices in helping us find solutions for children and families. To that end, it was determined that the practice of Family Group Decision Making, a practice empowering families, was the new direction for Prevention Services Unit and possibly all prevention related services. We are working towards having this practice operational sometime in 2008.

Functional Family Therapy

In April, 2001, a dynamic component was added to the Prevention Services Unit. Family Court, in collaboration with Temple University School of Psychiatry, provided multi-systemic therapy to families in their homes. This service was provided with grant funding but the funding was not renewed. Towards the end of 2007, *The Consortium Inc.* advised they would be able to partner

¹ Even though Prevention Services Unit is not a part of the delinquent system it is currently staffed by probation officers; however they are referred to as Prevention Officers.

with Family Court in offering this valuable service to our children and families. Moving into 2008 we are again able to make these connections for families in need.

Project START (Stop Truancy and Recommend Treatment)

Project START targets juveniles aged 10 to 16 with 8 or more unexcused absences. Court hearings are conducted at 8 different sites throughout the City and are presided over by a Facilitator/social worker from the Department of Human Services, Prevention-Based Services. The facilitator tries to identify services and the case is reviewed within 60 days by a Truancy Master. The Master determines if the family and child have complied with the services, if the child remains truant and if court intervention is necessary. The rooms where the hearings take place have been designed as courtrooms.

The Truancy Masters and facilitators seek to determine the cause of the child's truant behavior and order services that have been contracted by the Department of Human Services, specializing in the delivery of truancy/delinquency prevention services. If the case is referred to court, sanctions may be imposed. Depending on the reason for the failure to correct the truant behavior, the court may determine that more intensive services are required, the parents can be assessed a fine and/or community service. In some cases, the court determines there is a need for the filing of a dependent petition. This fiscal year, through a collaborative effort with the Department of Human Services, the Office of the Mayor, and the School District of Philadelphia, the truancy unit expanded and is on target to almost triple the number of cases listed. During the school year from September, 2007 until January 11, 2008, 9,977 hearings were conducted. By the end of the school year in June, 2008, the Truancy Unit heard 25,000 cases.

Parent Resources

Parent Resources (PR) is the expanded effort of the previously offered Parent Project®. PR now comprises the original Parent Project®, Loving Solutions, and Teen Support curricula as the base support. However, PR has been expanded so that it now consists of several cooperative efforts as well as specific need-based supports (i.e. social, mental health, and educational services). The broadening of services via the collaborative efforts allows PR to better meet the needs of parents of various age groups. In addition, there has been an increase in the number of foster parents, grandmothers, and teen parents requesting services. Likewise, PR is also better able to identify mental health needs among families. PR also seeks to connect families with the appropriate MH services when required. PR understands that basic family needs may often contribute to destructive adolescent behavior and increased family stress. Therefore, PR has included an extended service connecting families with basic needs resources. The same is the case with court-ordered parents who must meet the Judges orders. PR seeks out specific services requested via of the families.

Parent Project®

Parent Project is a ten to sixteen-week parental skills building workshop designed to better equip parents to effectively change destructive adolescent behaviors. The parents who receive services have children in two age groups: those who range in age from 9 to 12; and those who are between 13 and 18. The number of participants per group ranges from 15-20 with 3 facilitators. The workshop addresses some basic questions. *What do you do when your child refuses to help around the house? What should I do when my child runs away? What should I do if my kid is a drug user and possibly addicted? What can I do if my child is a truant or a Gang member?* Parent Project® is offered to mothers, fathers, grandparents, step-parents, adoptive parents, foster parents, and guardians. The referral sources include court-ordered (truancy,

dependency and delinquency) referrals, word-of-mouth referrals, agency referrals, family (self-referred), and so forth. All workshops are currently held at 1801 Vine Street – Family Court. However, resources can be provided within the surrounding communities.

Loving Solutions

Loving Solutions is a seven to ten-week parental skills building workshop designed to teach parents how to recognize early warning signs and to redirect children aged 8 or younger. In this workshop, parents learn to reduce family conflict, help their children develop greater self discipline, improve the enjoyment of parenting and family life, and help their children grow up safe, strong and capable. In addition, parents are provided with special applications to ADD and ADHD issues. The number of participants allowed per group ranges from 15 to 20 with 3 facilitators. As parents gain valuable skills in a non-threatening, highly supportive, learning-conducive environment, their children are in childcare. While in the nursery, children are being taught and practice the necessary social skills for positive development.

Teen Support

Teen Support is a ten to sixteen-week workshop for youth aged 13 to 18 who may be experiencing feelings of low self-esteem, uncontrollable anger, hopelessness, and a lack of direction (academically and/or socially). The Teen Support facilitators accept new cases throughout the session in an effort to engage youth and help meet their immediate needs, particularly if the youth is acting in a manner that is detrimental to their well-being. Facilitators and participants in this workshop explore topics such as Anger Management, Truancy and Poor School Performance, Love and Power, Conflict, Stress Management, Choosing Success, and Feelings.

In this workshop, teens are encouraged to verbalize their feelings and thoughts. Facilitators share techniques on effective communication based upon an individual's levels of self-expression. The facilitators schedule trips and other outings based upon the topics being discussed. The facilitators' ability to improvise keeps the workshops energetic and exciting for the teens, while at the same time, the workshops provide a much required structure.

Parent Resources is currently providing services via Educating Communities for Parenting (ECP) and Creative Arts. ECP is a ten-week teen parent training program whose purpose is to provide young parents with skills in the following areas: Personal Expectations, Effective Communication, Wants & Needs, Effects of Words, Child Development, Self-Esteem, Family Violence and Conflict Resolution, and Sharing and Caring. The enrollment per workshop is from 15-25 participants with two staff and 2-3 supportive staff. The director of ECP is Olivia Campbell who has been providing services to teen parents for over 10 years. ECP provides services to teen parents (as well as parents who may be early-20s) who have children and/or may be pregnant.

Creative Arts is an art therapy program that provides art, dance/movement, and music to parents and their children aged 12 and under. It focuses on the individual as a whole and on potential areas of health within the individual and family. The workshop meets for a period of 10 to 13 weeks. The Executive Director is Katie Opher who brings a wealth of knowledge and skills in the area of therapeutic techniques for productive family development. Creative Arts has a highly-skilled and energetic staff of 4. Unfortunately, although enrolled, families have not yet taken full advantage of these services. In 2007, there was no familial participation. In the initial

session of 2008, 15 families responded. 6 of the 15 families enrolled. However, no families actually participated.

Parent Resources seeks to continue to provide valuable family-strengthening supports by meeting specific familial needs. PR's desire is to continue to provide quality services with better efficiency. PR strives to provide each family with the comfort of knowing that their particular family concerns will be addressed to the best of our ability. The PR goal is to have gained at least ten different types of collaborative arrangements in the areas of Arts, Education, Recreation/Health, and Employment by the end of 2008. PR will move back into the community for better access for families as well as to provide workshops outside of the Family Court setting. PR will operate at full capacity having 20 families in each group. PR will strive to increase retention efforts. PR will work to assure that every parent gains more valuable skills at parenting.

Parent Resources continues services to the families of Philadelphia with new and innovative initiatives, and provides proven curricula such as Parent Project® that have helped over 150,000 families nationwide. In 2007, 225 families enrolled in Parent Project®. Of them, 115 families were enrolled in the Parent Project® Workshops; 83 were enrolled in Loving Solutions; and 27 (teens) of the 225 families were enrolled in Teen Support. Of the 225 families enrolled, 193 families participated. Of the 193 families that participated, 97 received Certificates of Completion. In examining the number of completions closely, conducting exit interviews, and reviewing programs evaluations, as well as reviewing participant's comments, it became apparent that families would benefit from more specialized resources. Thus, Parent Resources applied an expansive approach. In the first session of 2008, the response was 115 families (Parent Project®, Loving Solutions, teen Support, ECP and Creative Arts).

Domestic Relations Branch

Mission Statement

The 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.

Accomplishments in 2007

Through November 30, 2007 the Domestic Relations Division of Family Court filed over 11,170 protection from abuse petitions, 16,264 child custody petitions, 1,785 divorce complaints, and 500 referrals to the Children's Health Insurance Program (CHIP)

Also through November, the DRD filed 48,717 child support pleadings, including new complaints, exceptions, modifications, contempt petitions, and motions.

In the past 12 months, 2,069 court orders were issued to seize financial assets of non-custodial parents, resulting in payments of over \$2.5 million toward delinquent child support.

The Employment review program targeting "under the table" workers resulted in over \$217,000 in support collections through November.

In the last 12 months, over 1,700 orders were issued to suspend the drivers' licenses of non-custodial parents who were delinquent in their support payments.

The Support Compliance Unit conducted approximately 19,000 enforcement conferences through November 30, 2007, resulting in lump-sum payments of over \$1 million toward child support arrears.

In 2007 the ongoing partnership with the FJD Pre-Trial Services Division reduced the number of outstanding domestic relations bench warrants by over fifteen percent. The year-opening inventory of outstanding DR bench warrants was 9,024. Through November 2007, the year-opening inventory was reduced by 1,391. 6,123 new bench warrants were issued, and 7,514 were disposed.

Staff of Wednesday Night Court provided services to over 2,550 clients and collected over \$74,500 in support payments. They also filed over 1,421 pleadings.

In partnership with the Bureau of Child Support Enforcement in Harrisburg, the DRD successfully implemented the "Recommendation 75" changes to the Rules of Civil Procedure governing support. A case management project was successfully completed to identify and process over 25,000 existing support cases that were eligible for modification and closure under the Rules. New procedures were implemented to better process incoming cases in accordance with Recommendation 75. The project and newly implemented procedures improved the DRD's ability to establish, enforce and collect child support.

Child Support Collections exceeded \$202 million in federal fiscal year 2007.

In 2007 the DRD improved its "performance measure" ratios: "current collections" performance measure increased 7%; arrears performance measure increased 4%; support order establishment performance measure increased 11%; and paternity establishment performance measure increased 7%.

Team Approach to Case Management The DRD began the planning required to cross train conference officers in enforcement and establishment functions in order implement a team approach to case management. The centralization of operations will result in more efficient and expeditious services.

	Philadelphia Family Court			
	Domestic Relations Division			
	Financial Services Department			
	WELFARE	NON-WELFARE	TOTAL	% CHANGE
2003	16,006,434	175,948,288	191,954,722	
2004	15,793,279	175,932,613	191,725,892	-0.1%
2005	17,993,655	177,520,158	195,513,813	2.0%
2006	20,145,445	182,453,921	202,599,366	3.6%
2007	18,255,936	184,094,697	202,350,633	-0.1%

Philadelphia Family Court Support Program Quick Facts

Performance Measures Support Orders

Open IV-D Cases (As of 10/07)	106,216
# Active Children in Open Cases (As of 10/07)	
(Average 1.39 Children/Case)	147,284
Open Cases with Orders (As of 11/05)	90,162
# Active Children in Open Cases with Orders (As of 11/05)	
(Average 1.46 Children/Case)	132,059

Collections (OCSE 34A)

	<u>FFY 2005</u>	<u>FFY 2006</u>	<u>FFY 2007</u>
TANF Collections	\$95,350,391	\$100,114,383	\$102,641,409
Non-TANF Collections	<u>99,366,900</u>	<u>100,820,468</u>	<u>99,972,423</u>
Total Collections	\$194,717,291	\$200,934,851	\$202,613,832

Collections (OCSE 34A)

	<u>Cal Yr. 2005</u>	<u>Cal Yr. 2006</u>
TANF Collections	\$95,973,497	\$101,711,480
Non-TANF Collections	<u>99,540,316</u>	<u>100,887,886</u>
Total Collections	\$195,513,813	\$202,599,366

Philadelphia Collections Per Day (OCSE 34A)

	<u>Cal Yr. 2005</u>	<u>Cal Yr. 2006</u>	<u>FFY 2005</u>	<u>FFY 2006</u>	<u>FFY 2007</u>
TANF Collections	\$379,342	\$391,198	\$376,879	\$395,709	\$394,775
Non-TANF Collections	<u>393,440</u>	<u>388,030</u>	<u>392,755</u>	<u>398,500</u>	<u>384,509</u>
Total Collections	\$772,782	\$779,228	\$769,634	\$794,209	\$779,284

Average Annual Collections Per Case (OCSE 34A)

	<u>Cal Yr. 2005</u>	<u>Cal Yr. 2006</u>
Average TANF Collections/Case	\$1,535	\$1,606
Average Non-TANF Collections/Case	3,713	3,864
Average Total Collections/Case	\$2,188	\$2,265

Average Monthly Collections Per Case (OCSE 34A)

	<u>FFY 2006</u>	<u>FFY 2007</u>
Average TANF Collections/Case	\$131	\$137
Average Non-TANF Collections/Case	320	321
Average Total Collections/Case	\$187	\$191

Accumulated Arrears Owed Total (OCSE 157 FFY 2007)

Philadelphia	\$388,768,386
Pennsylvania	\$1,700,083,654

Current Staff (As of 10/28/2007 payroll)

Full-Time IV-D Employees	368	Part-Time General Employees	1
Part-Time IV-D Employees	0	District Attorney Employees	14
Full-Time General Employees	49	Contracted Security Employees	20

Orphans' Court Division

The Orphans' Court serves to protect the personal and property rights of all persons and entities that may not be otherwise capable of handling their own affairs. The jurisdiction of the Orphans' Court includes matters concerning minors, incapacitated persons, decedents' estates, nonprofit corporations and trusts. Additionally, the Court has the authority to settle 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 main focus of the Orphans' Court, in all the abovementioned matters, to ensure that the best interests of the person or entity are not compromised. In fact, the name of the Court is derived from the general definition of "orphan" as one lacking protection, not the common association of a child deprived by death of his parents.

Presently there are 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. The Judges' duties consist of adjudicating disputes over the administration of decedents' estates which includes approving accounts of administrators/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, handling matters concerning non-profit and charitable corporations, approving dissolutions of hospitals and museums and approving civil settlements involving minor plaintiffs and/or estates.

The year 2007 was a busy year for the Orphans' Court Division. The continued success of the Electronic Filing System and the progress towards state-wide forms has set the groundwork for an accessible and well-organized system for years to come. In fact, the Probate Section of the Philadelphia Bar Association has continued to convey its approval of the system.

The Orphans' Court e-filing system allows attorneys and pro se parties to apply through the Court's website for a username, password and pin to access the electronic filing system. To date, a total of 5,243 persons (1,732 attorneys) and (3,511 pro se parties) have applied for and been granted access to initiate a new case or file a pleading in an existing Orphans' Court case. In addition, the system allows users to review the dockets for their particular case, and attorneys are able to review the dockets of any case in which they are the attorney of record. Another useful function of the system is allowing for the payment of filing fees by credit card. To date, more than two-thirds of all users have taken advantage of this feature. Thus, the Orphans' Court e-filing system has significantly reduced the waiting time for petitions to be approved. It has been estimated that electronic filings made during weekday business hours are reviewed and approved by the Clerk of Orphans' Court in an average of 30 minutes.

The Orphans' Court e-filing system is also available to the general public. Access to electronically filed documents is accessible through computer terminals in the Clerk's office; however, certain data fields are redacted as required by local rule, such as: the name of the minor (in cases of a minor's estate), social security numbers, dates of birth, financial account numbers, and home addresses. The redaction of such information provides both financial and identity security to the parties. Documents that include this information, however, are accessible to attorneys of record and pro se parties. To further assist the users of the Orphans' Court e-filing system, a training video and help guide are available online at the Court's website (<http://courts.phila.gov>).

The Orphans' Court Division processed the following during calendar year 2007:

Type of Filing	Carry-Over from 2006	New Filings in 2007	Total Disposed of in CY 2007	Total Open Matters as of January 1, 2008
Accounts (for all case types)	177	179	163	193
Exceptions to Adjudications	16	17	14	19
Schedule of Distribution	12	26	22	16
Appeal from Register of Wills	2	14	10	6
Petitions to Appoint Guardians: for Incapacitated Persons	75	408	344	139
for Minors	24	103	104	23
Approvals: Minors Comp. & WD/S	96	482	453	125
Orphans' Court	41	1030	1008	63
+Civil Division				
Petitions for Allowances: Minors & Incapacitated Persons	74	305	305	74
Scheduling Orders	0	3520	3520	0
Inheritance Tax Matters	73	99	51	121
Citations	0	782	782	0
"Other" Petitions*	631	1543	1245	929
Report of Exam of Trust Assets	0	71	71	0
Marriage License Matters	0	152	152	0
Report of Cemetery Assets	0	943	943	0
Miscellaneous Matters	0	1837	1837	0
TOTAL	1221	11,511	11,024	1708

**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	\$12,423,553
2005	\$12,848,922
2006	\$16,589,003
2007	\$15,280,423

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. 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.



Overall Initiatives

Municipal Court has been visionary in its approach to embarking on new ways of handling cases and social issues. We continue to be ahead of the curve particularly in establishing problem solving courts and work closely with external agencies in bringing these initiatives to fruition. The Court continues to engage in an ongoing examination and analysis of the judicial and non-judicial operations of the Court. Our primary focus and goal continues to be one which strives to enhance access to justice for the public we serve. We have been successful in implementing numerous initiatives, which will continue to improve the operational efficiency of Municipal Court within the First Judicial District. Several other initiatives are still in the planning stages, both as short- and long-term goals. The below compilation provides highlights from Municipal Court for calendar year 2007 year.

Municipal Court President Judge Louis J. Presenza presents an award to an FJD employee from outside the court's ranks who has helped the court to achieve its mission. This year, Marc Flood Esq., DCA for Human Resources and Procurement received the honor.

Strategic Management Plan

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

2007 witnessed 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. We remain cognizant of our fiscal responsibilities while striving to ensure access to justice for all consumers.

Municipal Court Civil Division

2007 Civil Division Highlights

CLAIMS (Civil Litigation Automated Internet Information Municipal Court System)

Claims began as an electronic filing pilot program in the year 2000 using a few attorneys who file in bulk in Municipal Court on a regular basis. This pilot program once deemed successful led to the implementation of full electronic filing in April of 2002. Municipal Court is the first in the state to develop this ground breaking system utilizing the latest technology available.

CLAIMS is an integrated, web-based electronic filing, document and case managements system. All of Municipal Court's civil cases are filed electronically and provide electronic documents, electronic commerce, online docketing, scheduling, online forms processing, and electronic transmission of documents to a myriad of agencies, case management, and document management. All dispositions are being entered real time, directly into the system electronically. Presently, the system is 90 % paperless.

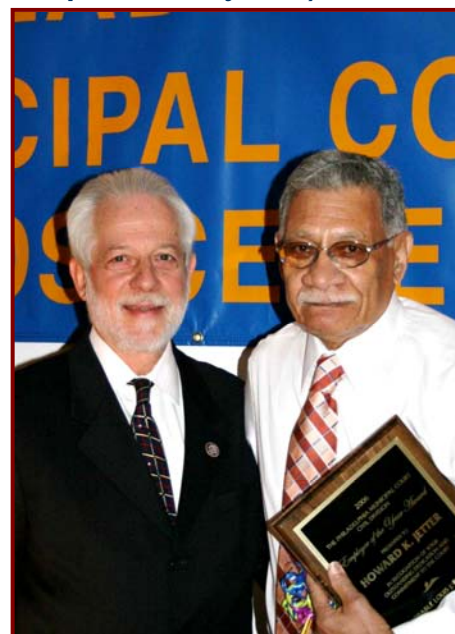
Over, 800 attorneys have been trained to date to file electronically using this system. All the city code enforcement cases are filed and disposed of electronically.

There were 60,181 Code Enforcement cases filed and 54,453 disposed of real time in 2007. The total number of Small Claims and Landlord/tenant cases filed and disposed of electronically are as follows: Small Claims filed – 47,658; disposed 42,630; Landlord/tenant filed 24,948; disposed 22,559.

We continue to provide ongoing training for new users; attorneys and Judges on the applications and enhancements of the system. To further the accessibility of the court a video is available on our website along with access to a New Training Manual for the Claims system and access to our case management system. <http://fjd.phila.gov/municipal>.

The attorneys are now able to download the manual and request a username and password via email. The staff of Municipal Court is available daily to offer assistance when needed. Currently the court averages over 4000 electronic filings per month. This number will only increase.

In addition to attorneys filing original pleading and petitions electronically they now have the ability to control and manage their calendar by choosing their own hearing dates; track cases from inception to satisfaction and manage their billing online. System enhancements in 2007 – Electronically filed Motions to enter Judgment Against a Garnishee; Breach of Agreement Affidavits; Satisfactions; Withdrawals without Prejudice and Settled, Discontinued and Ended motions.



Municipal Court President Judge Louis J. Presenza presents an award to MC Civil Division Employee of the Year, Howard Jeter.

2008 Enhancements for Claims

- Attorneys will have the ability to file Administrative Continuance Requests electronically.
- Electronic Judgment by Agreements
- Electronic Subpoena
- New Event Driven Docket
- Colorized Calendar for easier recognition of open spots on calendar
- City Agencies given the ability to file petitions and writs
- Equipment Upgrades in courtrooms

Although the current CLAIMS system is very successful, Municipal Court is always looking for improvements and enhancements. In order to achieve that goal a CLAIMS Team made up of Deputy Court Administrator, Pat McDermott and supervisors of the court established in 2003. One of the tasks of the Claims Team is to evaluate the ever-changing needs of Municipal Court and update CLAIMS to incorporate the necessary changes. Since the inception of CLAIMS 12 enhancement packages have been developed and deployed to CLAIMS with three additional packages currently in development. Each enhancement package moves Municipal Court closer to a paperless operation. In 2007, in an effort to further improve efficiency we began onsite hosting of the CLAIMS System by the First Judicial District's MIS Unit. The current web address for CLAIMS is <http://fjdclaims.phila.gov>. This move has increased the speed and effectiveness of CLAIMS tremendously.

2007 Statistical Highlights

Case Type	Filings	Dispositions
Code Enforcement	60,181	54,453
Landlord & Tenant	24,948	22,559
Small Claims	47,658	42,630
Private Criminal Complaints	2,020	1,829
Total	134,807	121,471

Dispute Resolution Program

Landlord/tenant Cases	1,433
Small Claims	224
Criminal Mediation	164
Arbitrations	589
Total Cases resolved	2,410

Municipal Court Criminal Division

Criminal Division Initiatives

In 2007, the Criminal Division of Municipal Court received 59,945 new cases including 34,570 new felony and 25,375 misdemeanor cases. The Court disposed of approximately 57,900 cases. The court also processed roughly 20,000 non-traffic summary citations and 2,000 private criminal complaints.

In addition to the enormous number of cases scheduled into a small number of courtrooms with limited staff, Municipal Court continued to expand criminal justice initiatives to divert offenders from continued criminal behavior and enhance efforts with reduced staffing resources. Several updates are listed below:

DUI Treatment Court

According to the PA DUI Association, one-third (33%) of Philadelphia County DUI offenders are multiple offenders. These offenders are causing the greatest havoc on our highways. According to NHTSA, the repeat offender causes nearly one-half of all DUI fatalities.

Building upon the success of the Philadelphia Drug Treatment Court, the Municipal Court, with total support from the Philadelphia District Attorney, Defender Association of Philadelphia, Philadelphia Health Management Corporation (PHMC), City of Philadelphia Coordinating Office of Drug and Alcohol Programs (CODAAP), and the First Judicial District, implemented the DUI Treatment Court initiative in June 2007.

Philadelphia's DUI Treatment Court (DUITC) is able to reduce the average time from arrest to traditional disposition, including Accelerated Rehabilitative Disposition (ARD), from 250 days to as few as 24 days.

DUITC participants are sentenced in a timely manner and often receive mandated treatment within 10 days of arrest.

DUI Treatment Court promotes public safety, holds offenders accountable for their actions, and helps offenders to be sober, responsible and productive members of the community. The DUI Treatment Court will accomplish this mission through judicial intervention, intensive supervision, and substance abuse treatment.

As an alternative to serving full terms of incarceration in Philadelphia county jail, DUI Court offenders serve a portion of their sentence (10 days on a 90-day sentence and 6 months on a one-year sentence). Defendants are released on electronic home monitoring with a Sobriator installed in the home. Strict compliance is monitored by the Adult Probation Department (currently funded through limited grant funding).



Municipal Court President Judge Louis J. Presenza presents an award to MC Criminal Division Employee of the Year, Erin Verdone.

Philadelphia Treatment Court

Since the Court's inception in 1997, over 2,000 individuals (most charged with Felony Possession with Intent to Deliver charges) have participated in the program and 1,496 participants have successfully completed the program. Over 92% of successful graduates have remained conviction-free for one year after graduation. These defendants represented over 2,000 criminal cases where no court-related police overtime was expended, as police officers are never subpoenaed to appear in Drug Court.

The Philadelphia Treatment Court, the first of its kind in the Commonwealth of Pennsylvania, represents the latest initiative in addressing the drug-involvement of the criminal justice population. It is premised on the notion that the courts need to deal with some of the root causes of criminal activity. The Treatment Court is designed to be used as either an alternative to normal case processing or to supplement it in order to provide treatment to substance-abusing defendants. Treatment Court incorporates the dual aim of reducing a defendant's involvement in crime and preventing their return to the criminal caseload while increasing their chances to function more productively as citizens. The Treatment Court model represents a structure drawing upon a network of treatment services to respond to the clinically-determined needs of participants and features a new and central role for the Treatment Court judge. This court serves as a hub for delivery of treatment and other supportive services that more fully address the range of treatment, health, housing, literacy, educational and other social service needs presented by drug-involved defendants.

Private Criminal Complaints & Quality of Life Diversion Programs

The Private Criminal Complaint unit processes citizen's complaints when a crime is alleged without a police arrest. A vast majority of private criminal complaints involve disputes between family members or neighbors. Frequent misdemeanor charges include simple assault, terroristic threats, harassment and theft by deception. A new wave of insurance fraud claims are settled at the arraignment level before a Trial Commissioner. Other charges are diverted to arbitration or compulsory mediation to resolve issues.

Many summary offenses are quality-of-life issues, e.g., disorderly conduct; prostitution; graffiti; underage drinking, etc. Special summary programs are operated within the unit. These include nuisance Night Court, Eagles Court and the Summary Diversion Program. These programs were the original "problem solving courts" in the Commonwealth, introduced in the late 1990's to address quality of life issues for the citizenry in an attempt to dissuade future criminal behavior. Excluding Community Court, the court processed close to 15,000 non-traffic summary citations in the Criminal Justice Center in 2007.

The Quality of Life Diversion Program continues its mission of changing behavior at the forefront of criminal activity. To further enhance this mission, future endeavors will involve the School District of Philadelphia in the hopes of avoiding quality of life crimes by juveniles prior to their commission. Juvenile issues and subsequent behavioral problems need to be resolved prior to entering the criminal justice system. Production of an instructional training video is in discussion (grant funding) for use throughout schools in Philadelphia.

Given recent amendments by the Pennsylvania Supreme Court's Criminal Procedural Rules Committee, enabling us to continue and build upon future success in processing non traffic summary citations, we anticipate future growth and expect behavioral classes will reduce recidivism.

Emergency Protection from Abuse

The Emergency Protection from Abuse unit operates during non-traditional hours for emergency petitions only. The unit is staffed by law-trained Masters, who conduct ex-parte hearings and review petitions, to determine if a petition should be granted in accordance with the Protection from Abuse Act. The most common referral agency, for denied emergency petitions, is the Abuse Assistance Unit of the Domestic Relations Branch, Family Division, Court of Common Pleas.

The Emergency Protection from Abuse unit issued approximately 3,746 emergency petitions in 2007 for review by Family Division Judges.

Community Court

The intent of the Community Court is to provide alternative sentencing options while addressing underlying behavioral problems associated with quality of life crimes and recidivism. Law enforcement estimates that 80% of the offenders they arrest for quality of life crimes are involved with either drug or alcohol addictions or both. Others require mental health intervention. The court's goal is to reduce the quality of life crimes and develop a system of supervised community service while reducing recidivism.

Community Court sentences emphasize restitution to the community by requiring that offenders perform community service in the neighborhoods where the crimes were committed. Offenders have worked with sidewalk cleaning, landscape maintenance and graffiti removal crews of the Center City District and the University City District, in the offices of nonprofit organizations that provide services to the homeless, and have assisted with neighborhood clean-ups.

The Court also provides on-site classes in drug treatment readiness and anger management, as well as physical health screenings, continued medical care and referrals. When appropriate, offenders are placed in drug treatment, health care, education, job training and other programs, either mandated by the Court or entered voluntarily by the offender, to break the cycle of crime.

Since 2002, over 43,000 cases have been processed (36,000 non-traffic summaries and 7,700 misdemeanors) for the geographic regions encompassing the court. Over 340,000 hours of community service have been performed, with an additional \$1.4 million dollars in fines and court costs collected. 15,000 individuals have received some type of social service referral.

DO IT Program (Domestic Violence)

The DO-IT program is offered by the District Attorney, upon agreement of the complainant, for defendants charged with domestic violence misdemeanors. The program provides structured, court-ordered and monitored treatment. Defendants approved for the program will have their cases held under advisement while they attend treatment programs. Levels of care are determined after a confidential, immediate assessment by a certified evaluator in a centralized location within the courthouse. If the defendant complies with the treatment requirements and there are no further problems between the victim and the defendant, prosecution will be withdrawn at the conclusion of the status term (minimum three months to maximum six months).

To date, 95% of all offenders who enter the program successfully comply with the terms (anger management counseling, drug and alcohol treatment, etc.) and are not brought back before the Domestic Violence judge.

Technology Enhancement with Law Enforcement (for Non-Traffic Summary Citations)

Municipal Court leaders and staff continue to explore avenues to work with law enforcement agencies to utilize electronic filing via PARS and non-traffic summary citations through existing MDTs or hand held devices. They anticipate the creation of programming to enable non-traffic citations to be entered onto these devices with electronic feeds back to the PARS summary database and subsequently into CPCMS.

A **mobile data terminal** (MDT) is a computerized device used in police cars, taxicabs, courier vehicles, service trucks, commercial trucking fleets, military logistics, fishing fleets, warehouse inventory control, and emergency vehicles to communicate with a central dispatch office. Mobile data terminals feature a screen on which to view information and a keyboard or keypad for entering information, and may be connected to various peripheral devices.

Planning for Linda Anderson Alternative Treatment for Misdemeanants (ATM) Program

Named after deceased Philadelphia Municipal Court Judge Linda Anderson, this initiative will, in lieu of a formal trial, enable the Philadelphia District Attorney's Office to offer eligible defendants the option of tendering a conditional guilty plea and being placed on immediate one-year probation without verdict with a mandatory requirement to comply with treatment as arranged by the Adult Probation Department. If the defendant complies with treatment and remains arrest-free for the one-year period, the case will be withdrawn by the District Attorney's Office. If the defendant does not comply, the presiding judge can find the defendant guilty and impose sentence accordingly.

This program is modeled on the Section 17, Probation without Verdict Program for drug users. We worked with AOPC to modify CPCMS event tracks, dispositions and case processing status to properly flag cases and track it for statistical purposes.

State Custody Preliminary Hearing Program

In an effort to address county prison overcrowding issues, the Philadelphia District Attorney's Office and the PA Department of Corrections have come to an agreement wherein state inmates, with open preliminary hearings in two Municipal Court courtrooms, will be transported to Graterford Prison prior to the scheduled hearing date.

Under the State Custody Preliminary Hearing Program, defendants will be temporarily housed in Graterford SCI until a preliminary hearing has been conducted. The terms of the program are as follows:

The District Attorney's Office will notify defense counsel two weeks in advance that the defendant will be brought down under the State Custody Preliminary Hearing Program.

If the case is not ready at the first listing, the case will be continued ten days later in the same courtroom (405 or 406 CJC).

If the DA is not ready at the second listing, the case will be given a final 10-day date. If the DA is not ready on the third listing, the case will be withdrawn absent any unusual circumstances.

Protocols for Negotiated Guilty Pleas – Further communication and cooperation was obtained from the District Attorney and Defender Association of Philadelphia. We will continue to streamline operations to achieve success in increasing non trial dispositions in criminal cases.

Fugitive Misdemeanor Custody Cases – In a continuing effort to increase our operational efficiency, the DA and Defender agreed to commence a pilot program to examine all misdemeanor cases, excluding DUI and domestic violence, in fugitive status where the defendant is confined in another jurisdiction for possible withdrawal of prosecution by the Commonwealth.

Prison Overcrowding Issues – Collaborative efforts are underway with all criminal justice partners to ensure that communication continues to support discussions about the current challenges facing the system in relation to violence and prison overcrowding issues.

Mental Health Protocols – Working with the DA, the PD and FJD Mental Health Unit, Municipal Court has streamlined the scheduling process for mental health evaluations into one courtroom. Once approved by a judge, evaluations are conducted forthwith at the courthouse by the FJD Mental Health Unit. Evaluations are generally for competency and possible commitment. Judges also address bail conditions because of the examination results. Additional issues are addressed, as cases are listed for status back before a single judge.

CPCMS - The Criminal Division rolled out the statewide criminal case management system (CPCMS) in Philadelphia in September 2006 and 2007 was the first full year of operation. Municipal Court personnel remained dedicated to ensure Philadelphia continued to be at the forefront of the success of the application. Staff from Municipal Court have been involved in various capacities since 2001. Thus far, they are extremely pleased with the anticipated marked improvements to criminal caseflow management. Operational and statistical enhancements are ongoing.

Philadelphia Traffic Court

The Philadelphia Traffic Court Bench is composed of seven judges, elected by the populace. They preside over and adjudicate moving citations issued within the City and County of Philadelphia, as provided in Title 75 of the Pennsylvania Motor Vehicle Code, set by the Legislature of the Commonwealth of Pennsylvania. Included among these Judges is a President Judge, the Honorable Thomasine Tynes, and an Administrative Judge, the Honorable Bernice DeAngelis.

During calendar year 2007, two judicial vacancies existed. As a result, the Court relied heavily on senior out-of-county magisterial district judges and one Senior Judge from Philadelphia County who were assigned by the Administrative Office of the Pennsylvania Courts to preside at Traffic Court on an as-needed basis. With their assistance, the Court successfully operated five trial courts, one Motion Court, one Impoundment Court, and an evening Motion/Impoundment Court, five days per week.

Although citation issuance dramatically decreased by 15% in calendar year 2007 (233,209 citations were issued), the Traffic Court announced that it disposed of 235,251 citations. Success, in this regard, can be largely attributed to the Date Certain Program, which, as reported last year, 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." "Date Certain" completely streamlined Traffic Court's scheduling procedures. The following is an accounting of the citation inventory:

CITATIONS DISPOSED:

	ISSUED PRIOR	ISSUED 2007	TOTAL
TRIAL: GUILTY	28,064	98,517	126,581
TRIAL: NOT GUILTY	27,800	37,369	65,169
GUILTY PLEA	3,573	35,177	38,750
DISMISSAL	47	273	320
PROS. WITHDRAWN	578	3,853	4,431
TERMINATED: RULE 1901	0	0	0
TOTAL DISPOSED:	60,062	175,189	235,251

Other types of hearings were conducted at the Philadelphia Traffic Court which amounted to the following:

Installment Payment Plan Hearings	25,798
Impoundment Hearings	20,173
Warrant Hearings	5,500

The Traffic Court focused its attention on three primary areas in calendar year 2007: Operations; Personnel; and Technology. The following report expounds upon the Court's accomplishments, initiatives, and programs for calendar year 2007.

Operations

Access to Justice

In April, 2007, Philadelphia Traffic Court leadership extended the end of the court workday by 3½ hours from 4:30 PM until 8:00 PM, Monday through Friday. In doing so, staff was increased by approximately 25% to include a second shift of employees (encompassing ten key departments) and one Night Court Judge who presided over impoundments and payment agreements. By extending the work day, the public gained greater access to the impoundment facilities and more timely release of their impounded vehicles. They were also able to make payments and respond to their citations at more convenient times. By the same token, the extended hours provided Court personnel with additional time during which they can now complete recording daily case dispositions and related filing. This cuts delay and improves case-flow management.

Auditor General

In 2007, the Auditor General conducted an audit of the Philadelphia Traffic Court covering the period of July, 2002 through June, 2006. Only one minor finding was noted relative to unapplied monies being held in escrow for too long; it was the most favorable audit report in over 25 years. Efforts are now underway to process those unapplied monies by utilizing other sources to identify the current addresses of those defendants.

Public Access

Discussions continued between Traffic Court Administration and the Administrative Office of the Pennsylvania Courts in order to establish principles and redefine guidelines regarding public access to Court records. The Traffic Court is obliged to protect the sensitive information in court records and, as a result, in 2007 the Traffic Court took steps to eliminate unnecessary personal identifiers (including the Social Security Number of the defendant) from future motor vehicle citations (beginning with the 2008 series).

Philadelphia Police

The Traffic Court engaged in ongoing discussions with the Police Department and met with upper-echelon commanders to address prevalent issues such as: 1) a decline in citation issuance; and 2) a marked reduction in the number of live-stopped vehicles. As a result, the Traffic Court created a monthly report to specifically identify the vehicles that were not impounded, despite evidence of a live-stop qualifying offense. The results were astounding. In June, 2007, prior to the meeting, the police had *failed to impound* 1,012 vehicles despite their having had qualifying citations issued at the stops. Five months later in November of 2007, this number *decreased* to 398.

Recognizing the importance of timely, precise, and accessible information, particularly at the time of citation issuance, the Court embarked on a campaign to ensure accurate and up-to-date information for violations issued to defendants whose registration was suspended as a result of their failure to maintain financial responsibility. Toward that end, the Court created a special report for the appropriate violation codes (Title 75, §1371), which is provided to the Traffic Court's Police Liaison Unit. (In the City of Philadelphia, liaison officers, not the actual issuing police officers, testify at the trials.) The Liaison Unit is then equipped to retrieve the certified registration records for those vehicles that were cited for the §1371 violations.

In order to effectuate such retrieval, the Court worked with the Pennsylvania State Police to establish and implement procedures between the Liaison Unit and the State Police. (The State Police are responsible for sending certified registration records to law enforcement agencies throughout the Commonwealth.)

Personnel

Hearing Officer

In 2007, Traffic Court established the Hearing Officer position. A position announcement was drafted and posted throughout the City of Philadelphia and the First Judicial District of Pennsylvania. One candidate was selected. The Hearing Officer is empowered with the authority to conduct Financial Determination Hearings in the Traffic Court Motion Court. The results of the Financial Determination Hearing provide the basis for possible payment agreements between the Court and the defendants. By eliminating this procedural step in the courtrooms, judges have more time to adjudicate citations. Collections have significantly increased as a result of the Hearing Officer's efforts.

Processing Edits Department

Traffic Court expanded the responsibilities of this Unit to include quality control reviews of judicial dispositions entered into the database via the e-TIMS system.

Departmental Overview & Manuals

Working with Jean Bender & Associates, an adjunct to ACS, the ticket-processing vendor, the Court developed and wrote a *Departmental Overview Manual* for the various units of Traffic Court. With an influx of new employees in the courthouse, the Manual provides basic descriptions of the essential responsibilities and functions of every Unit.

Memorandum of Understanding

In 2006, the court entered into a Memorandum of Understanding with the City of Philadelphia to increase staffing levels by approximately 25%. Employment at that level was contingent upon the success of the program. In 2007, the Philadelphia Traffic Court surpassed its collections goal, despite the dramatic decrease in citation issuance.

Technology

Enforcement

Enforcement remained a key issue for the Traffic Court during calendar year 2007. Efforts were made to collect monies due from delinquent defendants whose debts were in arrears. In this regard, the Court:

- Mailed newly created enforcement notices, along with a copy of the actual Warrant for Arrest, to a specified population based upon zip code and published the names of defendants who did not respond to the enforcement notices in local newspapers;
- Provided Arrest Warrants to Pretrial Services and directed them to apprehend the delinquent offenders;
- Identified a warrant population for counties beyond Philadelphia; and
- Engaged Constables from Delaware County to enforce open warrants.

Imaging

The Traffic Court expanded imaging efforts to include Installment Payment Agreements, checks, and money orders processed through the eTIMS system, as well as all newly issued citations. Imaging has improved all aspects of the court's operations by making it easier to access copies of this documentation in less time.

Exchange of Information

Traffic Court and Court of Common Pleas leaders facilitated the electronic exchange of information on citations appealed to Common Pleas Court. To do so, they created a file that identifies the name and driver license number of the entity paying the appellate fee (as well as the amount of the fee).

Tracking Errors and Enhancements

The Court developed a tracking program for each system enhancement and system error identified within the eTIMS system. This includes the testing and monitoring of each task entering production.

Data Warehouse

At the Court's direction, ACS, the ticket-processing vendor, improved information management to allow for the creation of *ad hoc* statistical reports for use by court employees (without requiring programmer intervention).

Revenue Distribution

Traffic Court identified a systematic error with the distribution of revenue for the ACS fee. The fee was overestimated, and through correction of this glitch, the Court anticipates an increase in the warrant fee distribution monies.

State Police Ticket Issuance

In 2007, the Pennsylvania State Police began to enforce the law on all interstate highways, including those that had previously been patrolled only by Philadelphia Police. The Court developed procedures for citations issued by the State Police, which necessitated system enhancements within eTIMS. Additionally, a report was created for the State Police that reflects the outcome of trials for that agency's citations. The report has become a training tool for new recruits.

In Calendar Year 2007, the Traffic Court engaged in extensive negotiations with City officials and the landlord of the courthouse to extend its current lease for 15 years at a nominal increase. Part of the lease extension includes much-needed renovations, including an additional 5,000 square feet, additional courtrooms, a new lobby area, and a state-of-the-art filing system, with no impact on the budget of the First Judicial District of Pennsylvania. The lease extension represented a major achievement towards Traffic Court's sustainability.

Finally, in calendar year 2007, the gross receipts for Traffic Court amounted to \$31,646,723.21. Revenue was distributed to the City and State as follows:

City Disbursement:	\$ 9,277,387.20
State Disbursement:	<u>\$12,826,462.73</u>
Total disbursement was	\$22,103,849.93

The Philadelphia Traffic Court remains committed to its mission to provide access to justice to the public. We are pleased with our accomplishments in 2007.

Acknowledgements

Sincere appreciation is extended 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 2007 Annual Report, and for their assistance in its preparation. The success story told here is one of their making.

◇

To the 2007 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 D. Webster Keogh
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
Zygmunt 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, divisions, and service centers:

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Glenn Bozzacco, Esq., DCA, Common Pleas Court Family Division, Juvenile Branch
Kevin Cross, DCA, FJD Budget and Financial Services
Mario D'Adamo, Esq., DCA, Common Pleas Court Family Division, Juvenile Branch
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Joseph Evers, Common Pleas Court Prothonotary
Marc Flood, Esq., DCA, FJD Human Resources
Charles A. Mapp, Sr., DCA, Common Pleas Court Trial Division – Civil Section
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Kathleen Rapone, DCA, Municipal Court, Criminal Division
Dominic Rossi, Esq., DCA, FJD Legal Services
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