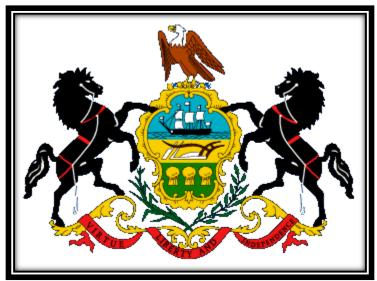
## **Trial Division of the Court of Common Pleas**



2011

# Administrative Judge

Honorable John W. Herron

## **Supervising Judge**

Honorable Sheila Woods-Skipper

## **Court Administrator**

**David Wasson** 

## **Deputy Court Administrator**

Joseph A. Lanzalotti

## **Trial Division of the Court of Common Pleas**

## **Criminal Section**

#### Overview

Following the successful close of 2010, calendar year 2011 was a year of change, adaptation, and accomplishment. Every year carries with it a plethora of fresh challenges, but through the cooperative efforts of the Division's judges, administrators, and employees, the challenges brought forth in 2011 were met with achievement. The case management programs that were considered new in 2010 continued to flourish. The SMART Room initiative continued to thrive and demonstrate itself as a successful endeavor; Video conferencing expanded; Mental Health Court made a positive impact in the lives of those who otherwise may not have been given the specialized treatment they require. And, even while short-staffed, the probation and parole department functioned at top-notch.

Dispositional data reflects a 9% increase in homicide program dispositions and a 4% increase in list program dispositions from 2009. The majority (84%) of dispositions were non-trial, with 64% resulting from pleas. Only 16% of dispositions were from trials, and 22% of those trials were heard before a jury. The overall conviction rate for 2011 (78%) increased by 2% from the previous year. Additionally, using CourtTools as an efficiency measure, the clearance rate totaled 109% for the year of 2011 – a 20% increase from 2008.

SMART Rooms disposed of more than one third (34%) of the total dispositions for the 2011 calendar year. The majority (89%) of those SMART Room dispositions resulted from pleas. Discovery issues at the time of arraignment continued to decrease -2% for Majors and 6% for List. The number of pleas for the year exceeded all other types of disposition, making up 64% of the total.

With the expansion of video hearings and the inclusion of an attorney/client interview program, the total state and county hearings increased by 2.5% from 2010. County video hearings exclusively increased by 33%, and the total transportation cost savings stayed approximately the same as the prior year – only increasing at about 1%.

FJD Mental Health Court not only generated a significant fiscal savings, but also aided in a significant reduction of incarceration time by their participants. In addition to the economic successes this program has continued to deliver, Mental Health Court has made a noteworthy difference in the lives of the program participants. In an effort to rehabilitate and provide support to individuals who need it most, this court aided in the education, independent stability, and employment of its participants. Such an effort has an invaluable impact on the individual lives it touches and the safety of the entire community in general.

Additionally, the probation and parole department supervised over 44,000 defendants – 18,180 of which were new offenders – this past year. Office visits reached over 355,000 and outside visits totaled over 104,000. The pretrial services warrant unit made 1,420 field arrests and lodged 691 warrants for individuals detained on new charges. Moreover, the unit monitored

a total of 1917 defendant on house arrest. Over 27,000 bench warrants were addressed, and all warrant inventory (both bench and probation) decreased by 12% during the year. The arraignment acceptance/accounting unit processed 22,474 bail postings at the CJC and the county prisons.

This report is a detailed view of all the achievements reached during the 2011 calendar year. It should serve as validation and recognition for the integral part each unit and individual has played in the Criminal Trial Division. With the continual efforts of the Justice Partners, the Criminal Division's 2012 focus will be to continue to develop and fine-tune case management programs and implement more efficient processes through E-Filing.

#### **Trial Division – Criminal – Pretrial Service Division**

The First Judicial District of Pennsylvania operates a full service bail agency through the Pretrial Service Division. The agency is responsible for many components, from arrest to adjudication. The agency acts as the informational gatekeeper for all arrested and charged individuals and is responsible for the monitoring, supervision and enforcement of released individuals.

The mission of the agency is to service the judiciary, administration and employees of the First Judicial District and public by providing a responsible program of pretrial release alternatives and enforcement mechanisms. The agency has five main units: Arraignment/Bail Acceptance, Accounting, Electronic Monitoring, Bail Services/Supervision, and the Warrant Unit. A brief description of each unit is provided below.

## Arraignment/Bail Acceptance/Accounting

Arraignment Interviewing operates 24 hours a day, 7 days a week at 1401 Arch Street. Information is collected by an interviewing staff for all arrested adults regarding their personal history, references, employment, family ties, financial history and criminal history. Verification of address and personal data is performed by telephone with a reference in the community. This information is then used to calculate a release guideline. The entire package is presented to a Judicial Authority or Arraignment Court Magistrate for a bail determination.

The role of the Unit is to facilitate the judicial decision maker in arriving at a bail determination by providing detailed personal information, severity of charges, and the likelihood for pretrial misconduct. All adults charged with misdemeanors or felonies in Philadelphia are interviewed by employees of this Unit at six Detective Divisions and Police Headquarters via video located at 1401 Arch Street. During the calendar year 2011, the Unit interviewed and processed 48,060 individual defendants prior to their Preliminary Arraignment.

This Unit has instituted steps to render assistance in the collection of Fines and Costs by the Accounting Unit. A daily response is completed to voice messages left by the public seeking information on how to make payments. Assistance is given in creating Payment Plans with each person scheduled for a Payment Hearing or through phone contact.

In addition to the above, the unit is responsible for the acceptance and processing of bail and fines. Fines are accepted after 5:00 p.m. to accommodate individuals who cannot submit their payments during traditional business hours. Payments are also accepted for Domestic

Relation Matters and Traffic Court Scofflaws if the payment will permit a release from custody. There are two bail acceptance cashier windows located at the Criminal Justice Center and a remote site in the lobby of the County Jail in the Northeast. The prison site allows sureties to post bail at the incarceration site expediting the release process.

Presently, the Prison site is open Monday through Friday from 8:00 a.m. to 6:00 p.m., while the Criminal Justice Center is staffed 24 hours a day including weekends and holidays. Below are the bail acceptance statistics for 2011:

Total Bails Accepted (CJC/Prison) 22,474

Total Bail Posted Amount (CJC/Prison) \$17,457,976.00

Total Bails Accepted (Prison) 3,751

Total Bail Posted Amount \$3,328,086.00

Total Fines/Cost Payments 234

Total Fines/Cost Posted Amount \$24,451.01

## **Accounting Unit**

The Accounting Unit staffs and operates the First Judicial District (FJD) collection center located at 1401 Arch Street. While the Unit's responsibilities have been ever evolving and changing since the inception of CPCMS in 2006, current responsibilities include:

- o Processing payments for court imposed fines/costs, fees and restitution
- The assessment of OSP (Supervision Fees)
- o Creation/ management of payment plans
- Verification and or correction of current assessment balances
- Lien satisfactions and payoffs
- Scheduling and conducting of payment plan status hearings
- Restitution inquiries
- o Dunning and 3<sup>rd</sup> party collection process

A staff of very dedicated employees makes up the Unit. However, success has always relied upon the cooperation of other units and departments within the FJD – especially the Adult Probation Department. On a daily basis Unit staff interact with the public and reply to requests for information on a variety of issues. All of this is necessary to ensure payments are credited to, and assessments are placed on the proper offenders.

Although not always thought of when discussing the operations of a Court System, the Accounting Unit provides a distinctive benefit to the community, FJD, state, and local governments. Monies collected for restitution from private individuals and companies, as well as monies collected as fines and costs that go to state and local governments, can provide much needed sources of revenue – especially during these hard economic times.

Operating two cashier windows during business hours (8:00 a.m. to 5:00 p.m.), the unit's primary function is to collect and process payments for court imposed fines/costs, fees, and

restitution. The "walk in" payments processed at the main office include more than 50,000 offenders on active probation and an additional population reporting to the Pretrial Service Division. The Unit also processes bulk check payments from Traffic Court and the Pennsylvania Department of Corrections as well as lockbox payments received from the FJD 3<sup>rd</sup> party collection vendor. In 2011 Unit cashiers processed more than 156,017 payments totaling \$ 14,344,817.86.

Along with the regular payments, unit staff also processed payments received as a result of special projects and through EPAY (the AOPC automated payment process). Adult Probation and Parole Late Night appointments, held the first Wednesday of every month, resulted in more than 1,038 payments totaling \$44,108.00. This figure represents only the money collected on the date of the visit and does not include subsequent payments as result of payment plan agreements.

Unit staff manually review all dockets sentenced to probation or parole for the assessment of OSP (Supervision Fees). This process involves researching all open APPD events since OSP is assessed on the person, not the case. Credit must be calculated for docket overlap in supervision.

Payment plans are created, and/or amended, as soon as the sentence is docketed. The Accounting Unit is not responsible for the creation of payment plans for AMP, Treatment Court, and ARD. A minimum payment of \$35.00 per month has been established and is used on all plans unless otherwise ordered by the judge at time of sentencing. Along with the creation of new plans, if a defendant already has a plan and receives a new docket, assessments on that docket are added to the existing plan. Plans are also modified as result of payment plan hearings, violation hearings, or court orders. In 2009, a report modification request was completed that enabled staff to identify dockets not on payment plans. Also, in calendar year 2010, the Unit established an email site <a href="maymentinquiries@courts.phila.gov">paymentinquiries@courts.phila.gov</a> and three voice mailboxes to respond to payment plan inquiries. It is the goal of the Unit to respond to these contacts by the next business day. The voice mailbox averages 80 to 90 calls per day.

Payment plan hearings are designed to promote regular monthly payments by defendants in order to satisfy their total financial obligations. Rather than addressing individual cases, these hearings deal with monies owed on all of a defendant's current dockets. Defendants are given the opportunity to present evidence of errors in their accounts so that adjustments can be made. Payment plan hearings are conducted five days a week. Tuesdays are reserved for individuals disputing the amount owed. The remaining hearing days are for individuals 90 – 120 days in arrears. They are also an opportunity for those on Public Assistance, or residing in a court stipulated Half-Way residence, to schedule payments to prevent loss of benefits. They must be in monthly compliance in order to continue to receive services. Payees are able to negotiate reduced monthly payments based on proof of income. In the calendar year 2011, 2,281 individuals were scheduled for a Tuesday dispute hearing with approximately 60% of the scheduled participants appearing. Additionally, the First Judicial District, in conjunction with the City, has started to garnish the wages of City employees who owe fines, costs, etc. While this is only a pilot project, it has been very successful and will be expanded in 2012.

Despite working with one of the more quantitative measures existing, money, many of the units activities are not yet able to be quantified and therefore reported in a manner that accurately reflects their contributions.

## **Bail Services and Supervision Unit**

The Records and Notification Unit is responsible for intake interviews of all defendants required to report to the Pretrial Service Division main office after preliminary arraignment. These are defendants who receive a bail of ROSC (Release on Special Condition) Type I or II at the Preliminary Arraignment or Special Release Hearings. During calendar year 2011, a total of 5,749 defendants were required to report for orientation and assignment to a Pretrial Officer for supervision and monitoring. A total of 2,853 defendants, representing 3,103 cases, were also sent to this unit by the court for financial interviews and investigation to determine eligibility for appointment of counsel to either the Defender Association or court appointed counsel. A total of 1,151 cases were found to be eligible for court appointed counsel, the Defender Association, or had counsel appointed already.

In addition to defendants who report in person, this unit fields numerous daily phone calls from defendants, family members, and attorneys requesting information regarding court appearance dates, how and where to surrender for a bench warrant, and how to avail themselves of other services. These include requests for continuances based on absolute verification of serious hospitalization, drug, alcohol or mental health facilitation or incarceration in other jurisdictions. Other requests involve financial interviews for Traffic Court and inquiries and processing of bail using real estate that has been investigated and certified for that purpose. Another responsibility of this unit is to provide pretrial history information for the City's Special Release Hearings that are scheduled at least two times per week. All division records regarding intake interviews and other related court events are maintained in the file room of this unit.

Since 2009 the Court has begun mailing Payment Plan and Dunning Letters on an increased basis with respect to outstanding balances for defendants and sureties. The amount of daily telephone calls to Records and Notification about bail assessments has increased exponentially based upon the mailed letters and other types of notification to sureties/defendants. Staff ensures the bails have been properly assessed. The amount of bail forfeiture petitions prepared by the Unit increased by almost 300% from year 2009 (year 2009-222 petitions prepared; year 2010--647 petitions prepared) as a direct result of the inquiries. In calendar year 2011, the number of bail assessment petitions increased dramatically. The unit received 4,349 inquiries regarding a bail assessment. Employee's prepared 4,223 petitions; a 600% increase from calendar year 2010.

**Bail Forfeiture Petitions** 

2009	222		
2010	647		
2011	4,223		

Staff also attends bail forfeiture hearings to respond to the Judiciary regarding the accuracy of the assessments, current balances of said assessments, and confirmation of sureties' evidence with respect to a failure to appear. The unit is in direct contact with the Clerk of Courts Office with respect to disposed dockets having active bench warrants and dockets not updated

since the last scheduled court date. Additionally, the department has assigned an employee to the prison record room daily. This employee is responsible for interviewing defendants for Pretrial placement, handling release orders, processing electronic monitoring orders, reviewing prison jackets for daily release, and problem solving. This employee is invaluable to the unit and is responsible for the expeditious processing of defendants released to Pretrial Supervision.

The Supervision Unit is responsible for the monitoring and supervision of all defendants who are court ordered to adhere to specific conditions of release including but not limited to ROSC Type I and II, Intensive Direct Supervision, and Electronic Monitoring House Arrest. The most experienced Pretrial Officers are typically assigned to supervise defendants ordered to Electronic Monitoring House Arrest or Intensive Direct Supervision. Defendants ordered to these programs have more serious charges and a higher risk of flight. There is a higher volume of interaction with the defendant and Criminal Justice Partners in these cases. During the calendar year 2011, there was an average daily caseload of approximately 310 clients supervised by Pretrial Officers for Type I/II clients; Officers supervising higher risk, EM, caseloads range from 50 – 70 clients. Constant communication between the assigned Judge, the attorneys, EM coordinator, WSU and other related agencies is required. The Pretrial Officer has to be able to interpret legal documents that pertain to the conditions of the defendant's release. Pretrial Officers are responsible for dissemination of instructions, rules and regulations and an outline of the EM active program. Pretrial Officers must be able to prepare a summary of the defendant's progress to testify in court proceedings. The Pretrial Officer must have the ability to make sound decisions, as well as refer or create resources for placement with appropriate programs. Daily record keeping of defendant's activities is an essential part of maintaining the individual's case load.

Defendants ordered to ROSC bail are typically medium risk in terms of charge severity and court/social history. These defendants must report for initial orientation and thereafter in conjunction with each court appearance. In-person reporting can be increased by order of the court or by the discretion of the assigned Pretrial Officer. These defendants report by phone once or twice a week to the division Interactive Voice System that records their check-in and is relayed to the supervising officer.

Supervision caseloads have been restructured to allow Officers to concentrate on reducing the number of individuals who fail to satisfy release conditions. Officers attempt to contact individuals who fail to appear for their orientation or court appointments to reschedule or provide surrender instructions. The ultimate goal is to reduce the failure to appear rate and have individuals appear for all events.

Also, in an attempt to increase revenue and satisfy client's court assessments, all clients reporting to the Pretrial Service Division receive a financial review. Defendants are provided with their outstanding balance of monies owed, an explanation of their payment plan, and the various means to submit payments. They are also advised of the penalty for non-payment.

#### **Electronic Monitoring Unit**

The Electronic Monitoring Program is currently supervising approximately eight hundred and seventy (870) defendants on active electronic monitoring. The current caseload consists of

all Pretrial and Post-Trial cases that have been ordered by the Judiciary to electronic monitoring. Active electronic monitoring involves the installation of an ankle bracelet on an individual and a monitoring device attached to the residential phone line. The active system transits a continual signal via the transmitter worn by the defendant to a field monitoring device (FMD) attached to the defendants home phone. The defendant is monitored twenty four (24) hours a day as continuous signals are sent to the host computer located at 1401 Arch Street, 4<sup>th</sup> floor. Schedules are provided for employment, court/attorney visits, and other verified and judicially approved appointments. This process is on-going as defendants are added or removed daily.

The First Judicial District of Pennsylvania through its Pretrial Service Division operates the Electronic Monitoring Unit twenty-four (24) hours a day, seven days a week. The staff assigned to the monitoring room is responsible for all alert processing, data entry of schedules, enrollments, notification of the Warrant Unit on all confirmed alerts, and maintenance of the daily inventory of all electronic monitoring equipment. The staff must respond to each and every alert from the FMD. These alerts range from trivial, where a defendant is a few minutes late returning home, to serious, such as a willful violation. Regardless each alert must be checked, logged and cleared by the staff. A total of approximately 6,800 alerts are processed monthly. The office of the Electronic Monitoring Coordinator and support staff are responsible for all the administrative functions related to the Electronic Monitoring Program.

The Electronic Monitoring Unit continues to be responsible for the monitoring of defendants that are released through the City of Philadelphia sponsored Special Release Program. Our current caseload also consists of defendants participating in the DUI Treatment Court Program. DUI treatment court offenders are not only monitored with active electronic monitoring, but are also monitored for alcohol consumption. The staff in the Electronic Monitoring room is responsible for monitoring the B.A.C. (Blood Alcohol Content) readings that are received throughout the day. The additional responsibility of supervising this population has also required staff of the Electronic Monitoring Unit and Warrant Unit personnel to receive specialized training in this area. We have tested a new one-piece unit that incorporates both active electronic monitoring and alcohol detection through the sweat glands of the offender. We continue our relationship with Drug Treatment Court and have been actively involved with this population for the past six (6) years. We continue to monitor defendants for several Adult Probation Department initiatives which include Intermediate Punishment (IP) and Gun Court supervision. In 2008 defendants with Traffic Court appeals also began receiving Electronic Monitoring Release stipulations with supervision performed by the Agencies Pretrial Officers.

The Electronic Monitoring room continues to improve the automated scheduling process with a fully automated transfer of schedules to the monitoring room from both Pretrial and Probation Officers. This new system has greatly reduced the amount of scheduling errors, and has also allowed us to focus on other duties that need to be performed daily. In 2011, the Unit received 200 additional Electronic Monitoring boxes in conjunction with the Enhanced Community Protection initiative. This will increase our Electronic Monitoring population to approximately 1,100 clients. While the kickoff for this initiative will commence in 2012, the Unit has been preparing for the added supervision impact.

Electronic Monitoring responsibilities include, but are not limited to:

- Interpretation of all Court Orders received for defendants being placed on active Electronic Monitoring.
- Conducting phone interviews on all contacts that have been provided to the Court for possible placement on Electronic Monitoring.
- Coordination of all home investigations and installations with the Warrant Service Unit.
- Handling of all telephone communication from the Judiciary, Attorneys, Prison Officials and Family Members.
- Preparation of the daily prison release list for all defendants in custody that have been ordered to Electronic Monitoring.
- Maintenance of daily statistical information of all defendants that are currently on Electronic Monitoring and the method of their release.
- Providing daily communication between the Electronic Monitoring Unit and all Pretrial Officers and Probation Officers that supervise defendants on Electronic Monitoring.
- Providing daily arrest activity to Pretrial Officers and Probation Officers on all defendants under our supervision.
- Completing background checks on all defendants placed in the program to determine proper levels of enforcement and to dispose of any open matters including but not limited to Traffic Court, Child Support and warrants from outside jurisdictions.
- Expanding the use of compassionate release program that requires interaction between our Agency, Public Defender's Office and the Prison Social Work Services Department. The judiciary also plays an important role in the process.

#### **Warrant Unit**

The Warrant Unit is responsible for the enforcement of all adult criminal bench warrants and adult probation and parole violation warrants for the First Judicial District. The Unit is also responsible for the enforcement of all Traffic Court and Domestic Relations warrants related to Child Support and Custody. The Unit is comprised of 59 armed personnel and approximately 30 full and part time administrative staff. The Unit operates 24 hours a day, 7 days a week including weekends, holidays and emergency court closures; this includes both administrative staff and investigative personnel who perform fugitive investigations for the arrest of individuals wanted on a variety of warrants.

Through an agreement with the Pennsylvania State Police (PSP), the administrative staff processes correspondence from Law Enforcement Agencies and Departments throughout the Commonwealth as part of the Commonwealth Law Enforcement Assistance Network (CLEAN) in order to confirm the validity of criminal bench warrants and probation violation warrants for individuals detained in those jurisdictions. Warrants are lodged for defendants who are being held on new charges and are being remanded to the County Prison for inmates who are incarcerated. Warrant Unit investigative personnel are dispatched to accept custody, and return to Philadelphia, fugitives wanted on First Judicial District warrants that are not being held on any other criminal charges. Due to time response requirements mandated by law, administrative staff must continually monitor the "CLEAN" terminal for hit requests from other counties. In calendar year 2011 the Unit responded to a total of 4,024 CLEAN requests resulting in approximately

1,420 field arrests and the lodging of 691 warrants for individuals detained on new charges. The unit's monthly CLEAN activity is captured below:

Period	Arrests	Lodge	Cancellation	Live Scan Refused
January, 2011	123	76	150	2
February, 2011	145	71	151	0
March, 2011	141	53	171	2
April, 2011	125	69	178	0
May, 2011	123	64	190	0
June, 2011	95	45	211	0
July, 2011	130	50	153	0
August, 2011	128	50	182	0
September, 2011	125	59	158	2
October, 2011	103	60	130	1
November, 2011	87	41	116	2
December, 2011	95	53	115	0
Totals	1,420	691	1,905	9

The Warrant Unit has a major role in the First Judicial District House Arrest Program, beginning with the home investigation and site-visit prior to installation of the monitoring device. The Unit is responsible for site inspection, phone line verification, interview of all responsible parties, and criminal record checks – concluding with the transportation of the client from the custody site to place of release and hardware installation. The Unit is also responsible for the maintenance of the hardware during the term of release. Any violations of house arrest are reported to the unit and arrest procedures are initiated 24 hours a day, 7 days a week. Specific alerts, identified as "high priority," require the unit to respond immediately as there is a zero tolerance policy for violations in these cases. During this calendar year the Warrant Unit arrested 736 individuals for violations of their Electronic Monitoring release conditions.

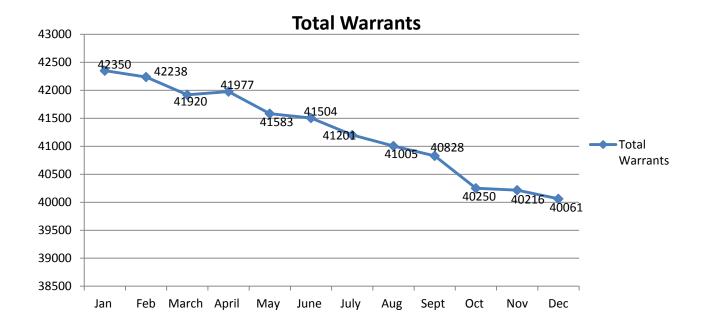
The Warrant Unit maintains an office at the Criminal Justice Center, manned by investigators and administrative staff, to facilitate individuals who surrender on criminal bench warrants. The defendant is interviewed, a hearing is held before a judicial authority, a new court date is assigned, and, in most instances, arrest is avoided. In the calendar year 2011, the unit processed 13,419 individuals who surrendered peacefully and at a minimum cost to the courts.

The Warrant Unit has established excellent working relationships with the Local, State, and Federal Law Enforcement partners and has participated in a number of cooperative initiatives. The Philadelphia Police Department has requested Warrant Unit participation in a number of Police District or Detective Division efforts to address violent crime in specific districts or sectors. The Philadelphia District Attorney's office has developed a protocol for high profile fugitive warrants by which all such warrants are forwarded to the Warrant Unit for field activity in conjunction with the U. S. Marshal's Services and FBI Violent Offender's Task Force. The FBI has initiated an anti-terrorism program targeting defendants who travel abroad to countries with ties to terrorist training. They have solicited the assistance of the Warrant Unit to gather intelligence from individuals wanted on warrants.

In 2011, the Warrant Unit arrested 2,081 individuals on Traffic Court Warrants and located an additional 1,866 incarcerated individuals owing fines totaling approximately \$7,843,021.51. This year there were 6,972 individuals arrested by the Warrant Unit on Criminal Bench and/or Probation warrants resulting in the clearance of approximately 13,512 warrants (bench warrants, arrest (VOP) warrants, summary, forthwith, juvenile, arrest (PPD) warrants, etc). In addition to the criminal matters, the unit arrested 588 individuals on Domestic Relation warrants and 780 individuals surrendered to 34 S. 11<sup>th</sup> Street due to Warrant Unit intervention. Surrender instructions are left at all locations by Warrant Unit Investigators when the wanted subject is not located or there is no response at the location.

The ultimate mission of the Warrant Unit is to reduce the warrant inventory and to maintain the integrity of the Judicial Process. The below chart and graph verified the success the Unit has had slowly reducing the overall warrant inventory.

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Total Warrants</b>	42350	42238	41920	41977	41583	41504	41201	41005	40828	40250	40216	40061
CP Warrants	4246	4206	4229	4199	4208	4190	4126	4100	4035	3989	3989	3972
MC Warrants	27335	27140	26909	26826	26493	26544	26481	26534	26381	26217	26213	26112
MC Prob. Wrts.	4896	4999	4928	5043	5011	4986	4897	4697	4704	4540	4463	4461
CP Prob. Wrts.	5873	5893	5854	5909	5871	5784	5697	5674	5708	5504	5551	5516



The Unit continues to participate in the Law Enforcement Network which creates a cooperative effort to locate and apprehend fugitives. The internet and other computer technology have provided new techniques which we are just beginning to utilize. A fugitive was located and arrested by the Warrant Unit through his Craig's List account. Satellite tracking of cellular

phones is another tool we have utilized through the cooperation of the F.B.I. and U.S. Marshal's Service. The Unit is interested in utilizing the media to advertise the surrender process as well as to highlight a "Most Wanted" list of fugitives in order to generate information regarding their whereabouts. A streamlined procedure for processing and hearing cases for individuals who surrender on bench warrants at the Criminal Justice Center could double or even triple the number of warrants adjudicated on a daily basis. The Warrant Unit has created an efficient and effective way to accomplish enforcement which, in essence, has created a "one stop shop" for warrant service.

## 2011 Agency Accomplishments and Highlights Snapshot

- Continue to maintain constant operations 24 hours a day/7 days a week for Arraignment Operations, Bail Acceptance, Electronic Monitoring and Warrant Unit operations during Court closures, holidays, etc. without interruption.
- Bail Acceptance processed 2,274 bonds for a total of \$17,457,976.00 in bail fees collected at the Criminal Justice Center and Philadelphia Prison.
- Of the total Bails processed, the remote Bail Acceptance site located at the Philadelphia Prison processed 3,751 bonds for a total of \$3,328,086.00 fees collected. Bail processing at the prison site expedites processing of the release paperwork by Prison personnel.
- Processing of inmate prison checks for bail release at the Prison site. In the past inmates
  having enough funds in their account to post bail, had the funds withdrawn by their
  Social Worker, a check issued and the check was sent to the Criminal Justice Center for
  processing causing release delays. This process has been streamlined to reduce
  processing delays. In calendar year 2011, the prison site processed 150 inmate checks for
  the posting of bail.
- The Accounting Unit processed \$14,344,817.86 in payments.
- Cross training of part time arraignment interviewers to perform accounting functions such as bulk mailing, retrieving and returning payment inquiry messages, address hygiene, etc. to increase revenue and reduce return mail costs.
- Mail hygiene, address corrections, zip code corrections, etc. for the Accounting Unit mass mailings (payment plans, dunning letters) has resulted in a 90% decrease in postage costs/return mail. On average, we were receiving approximately six (6) return mail bins weekly which has been reduced to one.
- When information is received that a "responsible person" is deceased, his/her payment plan is immediately retrieved from collections, the case placed on hold and the information scanned and sent for abatement.
- Bail Acceptance, at the Criminal Justice Center site, is using an "electronic safe" and check scanner for immediate bank account credit and the safe collections of money. We have additionally introduced a state of the art money counter, counterfeit detector at both Bail Acceptance sites.
- In conjunction with Financial Services, standard operations procedures were established, written and staff trained for all cashier functions.

- Payment Plan Hearings are now heard five (5) days a week. Tuesdays are for disputed matters and the remaining days for clients 90 120 days in arrears prior to the matter being referred to a collection agency.
- The Accounting Unit continues to be responsible for the creation of all payment plans, hearing notices, payment notifications and mailing for payment plan hearings.
- Verification of financial compliance for DPW to ensure continuation of benefits.
- The Electronic Monitoring Unit continues to monitor pre/post trial clients.
- We have started to explore rewriting the Pretrial Release Guidelines.
- We have restructured Pretrial Supervision Caseloads and assigned staff to contact individuals who do not report for orientation to have them report.
- During the year clients reported for Type I/II orientation as a condition of release.
- Clients interviewed for counsel appointments with appointed counsel.
- Completion of financial assessments for all clients reporting for appointment of counsel, bail forfeitures applications and supervision to advise them of monies owed and have them returned to compliance and increase revenue.
- Elimination of phone contacts for Type I/II released individuals after a court date; this has been changed to structured office visits with their supervising officer.
- The Supervision Unit has received Bail Judgment phone inquiries resulting in the processing of Petitions completed.
- Additions of a "gun/violence" video and session for individuals charged with a weapon or assault charge.
- The Warrant Unit arrested 6,972 defendants on Bench Warrants and Probation Warrants. They additionally arrested 588 defendants on Domestic Relation Warrants; 780 defendants surrendered on Domestic Relations Warrants due to Warrant Unit intervention.
- Arrested 2,081 individuals and located 1,866 individuals wanted on Traffic Court Warrants owing in excess of \$7.8 million dollars in fines.
- Processed 13,419 defendants who surrendered peacefully on Warrants to the Intake Unit in the Criminal Justice Center.
- Reduction of Bench Warrant Inventory:
  - CP Jan. 2011 4,246 to Dec. 2011 3,972
     MC Jan. 2011 27,335 to Dec. 2011 26,112
- The District Attorney's office has developed a protocol whereby high profile fugitive warrants are sent to the Warrant Unit for coordination of field activity.
- Introduction of all Bench Warrant's in NCIC has resulted in increased responses from Other Jurisdictions re the arrest/car stop of our subjects.
- High Profile Warrant Unit Arrests:
  - o Karen Eshan 824990, sentenced in absentia to 11 − 22 years for a series of Armed Robberies − arrested by Warrant Unit at 220 Long Lane, Upper Darby, PA

- o Marcus Robinson 906581, sentenced to 5 − 10 years for VUFA − arrested by Warrant Unit at 2217 Firth Street, Philadelphia, PA
- o Emmanuel Cassis 1100459, sentenced in absentia to 69 ½ 139 years for Robbery arrested by Warrant Unit at intersection of Loretta and Sanger Sts. on 6/27/11 at 10:15 p.m.

#### Trial Division - Criminal - Active Criminal Records

Keith B. Smith – Director

In 2011, the Active Criminal Records Department (ACR), which is composed of the Criminal Listings Unit, the Appeals Unit, Information Services, Data Management and the Criminal Motions Unit, has been a part of many new developments in the First Judicial District. These developments have greatly improved the Courts ability to serve the community and have enhanced our performance. They have also imbued excitement and vigor into our Department because we are using muscles heretofore not used in doing our daily jobs. We are recognizing more and more the value of engaging with those in the criminal justice community in which we operate by sharing information, ideas and services.

ACR has continued to refine the Zone Court Model instituted at the end of 2010. By regularly communicating with our judicial partners, we have experienced tremendous benefits from dividing the courthouse into "zones" that correlate to Philadelphia Police Department Detective Divisions. Further enhancing the Zone Court design are the pre-trial courtrooms assigned to each zone: the SMART (Strategic, Management, Advance Review and Design, Readiness, Trial) courtrooms. This coordinated approach has provided the citizens of Philadelphia with dedicated courtroom floors with assigned representatives from the District Attorney's Office and the Defender's Association to address their neighborhood's crime issues.

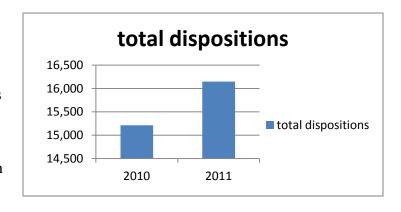
All of this has occurred while efficiency and productivity have increased. With reduced caseloads in the SMART courtrooms, cases can be reviewed more thoroughly. Involved parties are afforded more time to negotiate and, when appropriate, non-trial dispositions are more likely to be reached. This has resulted in overall dispositions increasing nearly 1000 cases (6%).

In this report the efforts of ACR to reach out to the entire criminal justice community will be presented. The results of these efforts confirm that constructive and inclusive dialog combined with innovative approaches can result in a tremendous benefit to all parties involved.

## Data Management

Richard T. McSorley, Esquire, Supervisor

The Data Management Unit underwent changes this year as it was consolidated with the Criminal Listings Unit after the longtime Data Management supervisor moved on to the FJD Clerks Office. This transition was accomplished quickly and the



daily mission and the work of this crucial unit did not get interrupted and continues to move forward and improve.

This unit has many daily responsibilities, most requiring an extensive knowledge of CPCMS and other related court systems. Staff members impose stringent controls for records of new arrests, data migration issues, participant identifiers, bench warrant hearings, and various other tasks as assigned. Unit personnel assist in the case flow management by staffing several courtrooms – such as all 5 SMART Rooms within Zone Court, bench warrant hearings for Municipal Court, Motion Court, Common Pleas Arraignment Court, Discovery Court, and the Homicide pre-trial room.

The Data Management Unit employees who staff the Zone Courtrooms are responsible for all scheduling including the assignment of cases to trial judges, calendar entries, and the collection of statistical data including, but not limited to: further dates, dispositions, and custodies. The Coders keep detailed statistical information as to not only when cases are continued but which party is making the request – and for what reasons. This is done all in an effort to keep the SMART rooms on board with their mission of few, if any, continuances, and the elimination of "bring-back" listings. The statistics are vital to CP Court Administration when meeting with the justice partners in a constant effort to keep these high volume rooms moving and processing case loads efficiently.

Data Management staff, when not in the courtroom setting, join the rest of the Data Management staff in tackling the everyday assignments. The unit processes all new arrests each day (roughly 150) that are electronically passed from the Preliminary Arraignment Reporting System (PARS) to the Common Pleas Criminal Case Management System (CPCMS). All of these cases are quality controlled by the Data Management Unit. Each file is checked to ensure that all identifying information is accurate and that any errors are fixed. In a case where the state identifier (SID), photo identification number (PID) or offense tracking number (OTN) is missing or duplicated, personnel use JNET to inspect and correct the record.

The Data Management Unit is responsible for targeting the cases within CPCMS that will require Bills of Information to be created. Cases such as those held for court, certified juveniles, or misdemeanor appeals are transferred manually and assigned proper case numbers. This information is then passed to the District Attorney's Office via the "DA Link" interface, checked for accuracy, and submitted back to CPCMS for the Data Management Unit to print. Since CPCMS has been integrated throughout the state of Pennsylvania, the task of validating defendant criminal case information has become more stringent. Incorrect identifier or data information entered into CPCMS could affect employment, sentencing imposition, prior records scores, and various other problems for individuals. The Unit has developed a reputation as knowledgeable experts on CPCMS database corrections through developing processes to identify and execute CPCMS data corrections.

A growing project and concern in the Data Management unit are merge/unmerge issues along with migration issues, photo identification number (PID) errors, and state identifier (SID) issues. Due to the complex nature of the work involved, personnel must examine sensitive information via JNET CLEAN, CPCMS and sometimes the file itself to make accurate decisions

regarding identifying information. The process can become lengthy and is very time consuming.

Aside from the above mentioned tasks, employees in this unit keep thorough statistical data for every courtroom they are assigned to. Staff are diligent and efficient with all tasks assigned to them, and have always embraced new assignments of job responsibilities with enthusiasm and proficiency.

### Other Data Management Notable Assignments:

- Docketing attorney orders of appearance and attorney attachment orders.
- Docketing parole petition orders from judges.
- Creating cases within CPCMS for juvenile petitions.
- Processing appeals from Municipal Court proceedings.
- Processing notices of re-filing of criminal complaints from the DA's office.
- Sending notifications to all counsel attached for Trial via e-mail.
- Updating and maintaining the PAAL (Philadelphia Attorney Attachment List).
- Responding to daily e-mails from other Criminal Justice Partners to update, verify, correct or assist with information that resides in CPCMS.
- Correcting all CPCMS merge, migration, and state identifier issues.

### 2011 Data Management Accomplishments

- Resolved approximately 600 photo identification number (PID) issues with Philadelphia Police.
- Reviewed over 2,500 participants account numbers (PAN) for data integrity purposes.
- Developed and compiled detailed statistics regarding the Zone Court SMART Rooms.
- Compiled data and created monthly statistical and accountability reports that analyze judicial dispositions, special programs, Motion Court, Arraignment Court, Discovery Court and other functions as determined.
- Implemented standardized CPCMS training for the FJD.

#### Document Scanning (New Project)

The year 2011 saw the advent and implementation of a new FJD initiative: the Document Scanning Program. This ambitious program eventually hopes to achieve a paperless court system! These first steps of the program involve scanning in all new files that come from the Preliminary Arraignment System (PARS). Each file, after it is quality controlled, must be stripped down into sections. Specific documents must then be separated and bar coded. Once each file is completed, they are handed over to the Clerks Document Scanning Unit where each piece of paper from the file is scanned. Once all of the paperwork is returned to the Data Management Unit, employees return the documents to the file folder place the files on the wall in the clerk file room for immediate accessibility. Due to the incredible time constraints on some of these files, and the fact that many parties want almost instant access to the file, careful tracking of the files is needed – and quick attention is paid to this process. In addition to all of the PARS files, all Bills of Information created by the District Attorney's office are also bar coded and prepared for scanning by the Data Management Unit. It is expected in 2012 that this project will expand significantly and the challenges to this unit, though numerous and large, will be met with the same efficiency and professionalism that has always been its trademark.

### 2012 Data Management Goals

- Continue to assist with case flow management and scheduling of cases within Zone Court.
- Continue to provide data integrity at the highest level by working with other criminal justice partners.
- Enhance and expand statistical reporting.
- Continue to provide CPCMS training for the FJD.
- Tackle the Document Scanning project with the same vigor and skill as all other projects before it.

## **Criminal Listings**

Richard McSorley, Esq., Supervisor

The Office of Common Pleas Criminal Listings Unit is responsible for overseeing all case inventory management for the Criminal Trial Division. In addition, it is responsible for providing support and assistance to the judiciary and their staff, attorneys, defendants, witnesses, court personnel, and the public. This Unit is comprised of three subunits: Trial Commissioners, Court Appointments Unit, and the Post-Trial Unit

Last year the Criminal Listings Unit helped implement major change in case management and case flow with the implementation of Zone Court. This year we continued to refine this new program by increasing and expanding the role of the SMART rooms and refining the case management flow so that our criminal justice partners can better achieve their goals and ultimately help the courts achieve their overriding goal of earlier dispositions and better use of judicial resources. The premise of the program remains to schedule all criminal cases from their initial Municipal Court hearings and trials through to the Common Pleas trial courts grouped geographically on one floor of the Criminal Justice Center as determined by the arresting police division.

#### **Zone Court**

Zone Court has required the Criminal Listings Unit to revamp our approach to criminal case management. Initially thousands of cases had to be reviewed individually and redirected reflecting their newly assigned zone. This had to be done while maintaining the design and function of other ongoing criminal case management programs such as Homicide, Family Violence and Sexual Assault (FVSA), and Mental Health (MHC)

All of the identified Zone Court cases were assigned to one of six CJC floors, each corresponding to the police detective division where the cases originated. Floors five through ten covered South, East, Southwest, Northwest, Central, and Northeast Detective Divisions respectively. However, as like with most new ventures, it became apparent after some time that small changes would benefit all of the justice partners. After careful statistical examination and communication with the District Attorney and Defense Counsel, the South Division (SDD) SMART room was moved from the 5<sup>th</sup> floor to the 10<sup>th</sup> floor so that one Judge would now handle two zones and the justice partners could better allocate their resources.

Through constant vigilance and review, as well as the ability to communicate and embrace change, Zone Court has been able to flourish and run effectively. Now, these cases are able to be reviewed and tagged with the proper zone as they enter the Formal Arraignment process. Additionally, all new incoming cases are being given special attention by reviewing

each case as to its program (Majors, Waivers, FVSA, MHC, etc) so that it is assigned to the proper courtroom on the proper day. In conclusion, the new age of 'zoning' is working in Criminal Listings.

#### **Trial Commissioners**

These individuals act in a para-judicial capacity and assist the Criminal Court judiciary by performing many administrative court functions and assignments. Trial Commissioners preside in courtrooms in the Criminal Justice Center and at the Curran-Frumhold Correctional Facility (CFCF) where criminal cases are assigned for court or administrative proceedings including bench warrant hearings, Gagnon I hearings, Traffic Court appeals, pre-trial conferences, special release hearings, probation/parole payment plan hearings and arraignments. In addition, the Commissioners are responsible for reviewing all cases to better ensure their court date assignments.

Trial Commissioners are also responsible for case management and administrative functions, including statistical report generation, which assures the proper case flow in the Criminal Division. It is this type of statistical review which allowed us to see the benefits of combining the two SMART zones of SDD and NEDD onto one floor in one room. In this past year, Trial Commissioners have embraced the challenges of zone court and succeeded in getting this new program off the ground with their usual efficiency and skill. However, as the program started to take on a life of its own, the challenge of an upcoming year – with an influx of a new judiciary – became the next huge undertaking by the commissioners.

In the Fall of 2011, we were informed there would be multiple changes coming to the judiciary of the Criminal Justice Center. This meant many long hours of reviewing where judicial changes would be made. With major changes (the addition of a Homicide courtroom) and minor changes (switching courtroom assignments for new and sitting judges) looming ahead, the Trial Commissioners met the challenge. Large and small changes have an impact on the inventory and caseload of each courtroom, and they took on the role of reviewing the inventory of each room and making sure the assigned judge had the proper inventory whether new or existing. This task started in the fall and continued through the new year of 2012. If the history of courtroom assignments and changes during Zone Court is any indicator, it is certain that the work of the Commissioners will ensure that the 2012 Courtrooms run as efficiently and smoothly as ever.

## **Court Appointments Unit**

The Court Appointments Unit is responsible for processing counsel appointments to assure that indigent defendants are represented at scheduled court events. Appointments for homicide and non-homicide criminal cases and appeals are processed in accordance with Local Rule 406. However, these appointments went through a major change with the implementation of the Homicide Appointment System (HAS).

This new system was developed over a long period of time by a committee comprised of representatives from the judiciary, the private bar, district attorney's office, public defender's office, and court administration. It has previously been the practice of the court that all homicide court appointments came from a judge. A request would be sent to a judge asking for an attorney

appointment order for a specific case. This practice created a built-in delay as requests were sent up to chambers, reviewed and returned. There also was no evaluation of the performance of appointed attorneys or the fairness in the distribution of appointments. The HAS Committee began a painstaking review of this system and then invited all certified attorneysto complete a new application and undergo a new review.

This was done to improve the quality of attorneys handling these appointments and to encourage new attorneys to take cases. Each homicide case is initially reviewed in an effort to categorize it as capital or non-capital – a process informed by the Trial Commissioners. The Court Appointment Unit will then, using an internally developed selection computer program, appoint the attorney as the case arrives to their attention. The new system, actually beginning in 2012, is expected to provide a speedier appointment process – allowing for a better prepared attorney and fewer delays as the case moves through the system from Municipal Court to Common Pleas Court.

In addition this unit also maintains each Municipal and Common Pleas Court judges' lists of certified court appointed attorneys for misdemeanors, felonies, non-homicide PCRA and appeals. Appointments are processed by this Unit for cases to be heard in Common Pleas, Municipal and Family Court (Domestic Relations and Adult Preliminary Hearings in Juvenile Court). This unit also processes relief of counsel due to conflicts and performs all CPCMS data entry and related clerical functions associated with the appointment process – including close interaction with the FJD Fiscal Department, the Philadelphia Bar Association and the Pennsylvania Supreme Court.

This year the Court Appointments Unit has also assisted in informing attorneys of free legal research help available through the Bar Association. The unit has also embraced the move towards technology-driven, economically efficient processe by ensuring that all letters of appointment are sent electronically. In fact, almost all communication between the court appointment unit and attorneys uses this medium and continues to be a huge cost savings along with streamlining the method of communication.

## Post-Trial Scheduling Unit

This unit is responsible for the scheduling of Common Pleas Court and Municipal Court violation of probation hearings, GAGNON I and II hearings, and sentencing and post-trial motions. These matters are scheduled in conjunction with the Probation/Parole Department, judges and judicial staff. This unit reassigns judicial supervision of cases with sentences that have exceeded the tenure of the sentencing judge under the approval of the Supervising Judge. Additionally, continues the mission of the Accelerated Violation of Probation Program (AVOPP) and Non-Sitting Judge (NSJ) programs begun in 2010.

This Unit has a daunting task. They manage thousands of post-trial matters for the entire FJD-both Municipal and Common Pleas Court. In addition to the daily APPD lists received with hundreds of listing requests, the unit developed a direct communication system with the Defender Association present at the prison. Cases that may need immediate attention or are in need of immediate dates due to 701 or ARC Consolidation requests, are now sent daily directly from the prison allowing faster consolidation scheduling and possibly earlier dispositions.

The hard work and dedication of the employees of this unit cannot be overstated and continues as we enter into the year of 2012. In addition to the regularly assigned work of these three units, the Criminal Listing Department continues to monitor the newly implemented programs and develop new ways to oversee and control our case inventory – both active and post-trial.

#### **SMART Rooms**

The SMART rooms continue to function at an optimum level, producing more case dispositions and resolutions than originally hoped for. With more attention at Common Pleas Court case inception (arraignment), the SMART rooms serve to remove barriers and streamline cases to push them more efficiently through the judicial process. The best example of this is ARC (Advanced Review and Consolidation), where cases continue to be combined for a hearing if one defendant has multiple cases pending. Cases deemed ready may also be assigned to a trial courtroom, or even heard in the SMART room. The use of the SMART rooms to conduct waiver trials was new in 2011, and it is expected to be increased and expanded in 2012.

#### Courtroom 1103: AVOPP and NSJ

In Courtroom 1103, the Accelerated Violation of Probation Program (AVOPP) and the Non-Sitting Judge (NSJ) program (implemented in 2010) are both still growing and resolving many post-trial matters with a savings of time and money. In AVOPP, a Trial Commissioner reviews the daily lists sent from APPD. Technical violation cases undergo early intervention through review and consolidation to make even the first listing a meaningful event where counsel may resolve multiple issues – sometimes within five days of the violation being recorded.

In the NSJ program, probation violations are reassigned to new criminal judges through agreement when the trial judges who ordered the terms of probation have been transferred to the civil side of the courts. This one courtroom has single-handedly heard and resolved nearly 1000 of cases that otherwise would be dispersed throughout the system. This work will grow as we enter 2012 – as many of the judiciary who were sitting in 2011 leave the criminal bench. Those post-trial cases will begin to appear in courtroom 1103 and their inventory is sure to dramatically increase!

## **Jury Demand Protocols**

In 2011 new Jury Demand protocols were implemented with the cooperation of the district attorney, the defender and the private bar. This program was implemented in an effort to get a ready jury case before a Judge and have a jury trial as quickly as possible. No matter where the case was when the court becomes aware that a jury is demanded – whether pretrial or waiver – the case is listed back to that room in two weeks. This provides the defense an opportunity to ensure that the case will proceed as a jury trial. All counsel are informed that any and all outstanding matters, such as motions, must be resolved first to guarantee the case is ready to go to trial at the next listing. On that date, the Criminal Listings Unit finds a trial judge who can take the case and proceed that same day without any delay. With the combined effort of the Criminal Listings Unit and Courtroom staff, it is anticipates that these matters will go on before a jury faster than in the past. This program will become even better defined and addressed in 2012 with the addition of a Ready Trial Room.

## **2011 Criminal Listings Accomplishments**

- Presided at 16,245 arraignment hearings and 5,548 Traffic Court Appeal hearings
- Scheduled 1153 Payment Plan conferences with 649 cases heard collecting over \$62,447.86.
- Processed appointment of counsel for over 11,499 felony and 2,251 misdemeanor trials and appeals
- Processed over 1,122 appointments for homicide trials, appeals, and post-trial matters both lead and co-counsel as well as related non-capital cases.
- Rescheduled and zoned thousands of active criminal cases within an aggressive time constraint to facilitate the implementation of Zone Court.
- Fully implemented and expanded NJS and AVOPP programs, resulting in faster case resolutions.

## 2012 Criminal Listings Goals

- As new judges take the bench in SMART rooms, Waiver rooms, and Motion Court, a
  focus on the ARC program in the SMART rooms will be necessary. Global offer
  resolutions should be emphasized with the possibility of eventual inclusion of Municipal
  Court cases. This will require a stronger, careful review in the Formal Arraignment
  process.
- The expansion of AVOPP to include custody matters together with the use of prison video conferencing to conduct these hearings.
- Working with Municipal Court to embrace more real-time courtroom updating in CPCMS of post-trial matters. This would eliminate the sending of trial sheets for data entry.

## File Security

#### Pamela Delago

The File Security Unit is the central repository for all active Common Pleas Court and Municipal Court criminal records from preliminary hearings to appellate review entrusted to Active Criminal Records File Library. This Unit is comprised of two sub-units: File Management and Information Services.

The File Security File Maintenance Operation is responsible for the security and integrity of all criminal records entrusted to Active Criminal Records. Core support and services include:

- Maintaining an extensive file inventory of active Municipal and Common Pleas court records.
- Assembling and forwarding case records to legal proceedings located in the Criminal Justice Center and community police districts.
- Utilizing an electronic bar-scanning feature that tracks court records to and from their destinations.
- Assisting court personnel and judicial staff with inquiries regarding court records.
- Quality controlling files returning from judicial proceedings for accuracy and completeness.

The File Security Unit Information Services Operation provides core support and public information via direct and/or telephone contact regarding court case information. Core support and services include:

- Responding annually to over 100,000 telephone requests and 50,000 personal inquiries for case listing information.
- Management of access to and release of active court case information.
- Providing efficient customer service to the general public, legal community, defendants, criminal justice partners, and agencies.
- Assisting visitors and callers in navigating through various aspects of criminal justice proceedings.

In 2011, the File Security Unit was integrally involved with the development and implementation of the Criminal Document Management System Project. This project's goal is to convert all existing paper court documents into electronic data. This would eliminate the need for and inefficiency of delivery of Common Pleas and Municipal Court files to nearly 60 individual courtrooms. When fully implemented, ACR will be able to redeploy those resources necessary to complete those deliveries.

Two File Security Unit teams of three employees each were created from existing staff in August of 2011 to undertake the project in conjunction with corresponding efforts of the Clerk of Courts Office. These teams identified documents enclosed in court files, identified correlating docket entries, labeled documents accordingly and scanned those documents.

At the end of 2011, the project directors deemed the project would be more efficiently managed if all efforts were managed by one entity. It was determined that the Clerk of Courts would continue management of the project. Therefore, members of the File Security File Maintenance Operation have been detailed to the Clerk of Courts Office for the continued implementation of the scanning project as well as maintaining all other file related responsibilities. The Information Services Operation will remain under the supervision of the ACR Director.

This scanning project plus the electronic filing system under development will eventually make the First Judicial District a paperless operation.

#### 2011 File Security Accomplishments

- Identified and recommended a new file vendor and created the 2012 2013 (eighteen months) court file folder contract used for the Municipal and Common Pleas Courts.
- Reduced operating expenses by analyzing arrests-to-court files ratio
- Reduced the number of files ordered for Municipal and Common Pleas Courts due to correlate with lower arrest numbers
- Reduced vendor storage and freight expenses by limiting court file folder bulk deliveries to twice yearly
  - Total files order for the January 2009 June 2010 contract: **150,000**
  - Total files order for July 2010 December 2011 contract: **141,500**
  - Total files order for January 2012 June 2013 contract: **139,000**
- Created and reported monthly case pulling statistical reports for Municipal and Common Pleas Courts

- o Number of Municipal Court files pulled 2011: **207,734** (of 207,734 files requested)
  - Success rate **100.00%**
- Number of Common Pleas Court files pulled 2011: 128,337 (of 128,555 files requested)
  - Success rate **99.83%**
- Number of MC/CP Bench Warrant Court files pulled 2010: 17,085 (of 18,572 files requested)
  - Success rate **91.99%**
- Continuous quality control projects to manage an extensive active court file repository
  - o Purged library of over **1,400** disposed court files
  - Purged library of over **5,000** protracted bench warrant files (YRs 1960 1990) disposed in 2010
- Improved staff readiness
  - o Established a core team of delegates
    - Senior staff assigned key areas of daily protocol implementation
  - Maintained regular customer service training
- Number of telephone calls received: **32,010**
- Number of personal inquiries made at the Information counter: 20,455
- Number of file requests made at the Information counter: 2,869
- FSU staff performed as adjunct court officers in the courtroom (Arraignment) daily
- Worked very closely with the Clerk of Courts with matters of shared interests
  - CDMS SCANNING OF COURT FILE DOCUMENTS
    - Partnered with the Clerk of Courts to scan all court file documents for all MC & CP courtroom into a shared computerized electronic data management system in July 2011
      - Goal is convert paper files to electronic data
      - Procured office equipment (computers, scanners, bar coders, etc)
         needed to realize goal in August 2011
        - To date, # of documents scanned: 285,056
  - o Shared protocols and tools to help them write the 2011 − 2013 juvenile court file folder contract for the Common Pleas Court (Family)
    - Consulted on the delivery set-up and schedule of the new court file folder shipment

#### 2012 Information Services Goals

- Redefined the role and presence of the Information Resources unit
  - Aligned unit objectives to that of customer services industry standards while simultaneously meeting defined goals
    - Automated menu application
    - Recorded calls
    - Email question & answer option
      - Customers can send email to personnel with an expected return response within 48 hours or less.
    - Self-service online applications (i.e., web portal)
    - On-site self-service applications (i.e., kiosks) TBD

- Text-based chat TBD
- Smart phone mobility TBD
- Other social media (i.e. Twitter, Facebook) TBD
- Complete a Information Resources training manual detailing the objectives and work protocols specific to the unit

### **Appeals**

## Natasha Lowe, Esq., Supervisor

The Appeals Unit's principal function is to receive and docket all criminal case appellate filings to the Superior, Commonwealth and Supreme Courts of Pennsylvania. All Judicial filings pertaining to the appellate process including orders for 1925(b) Statements and opinions **must** be filed with the Appeals Unit in order to assure accurate transmittal to the appropriate appellate court.

All post sentence motions (hereinafter 'PSM') including but not limited to: Motion for New Trial, Motion to Withdraw/Challenge Validity of Guilty Plea, Motion for Reconsideration of Sentence (trial and VOP), Motion to Correct Illegal Sentence, Motion for Credit Time, Motion for Judgment of Acquittal, Motion in Arrest of Judgment will be filed and docketed to CPCMS by Active Criminal Records personnel upon filing. All motions which activate the PSM time frame will be sent to the assigned Judge. If the assigned Judge schedules a court date for consideration of the motion, the Appeals Unit must be notified immediately. Otherwise, once the time frame for the motion has elapsed, all appropriate parties will be notified of the Dismissal of the Motion by Operation of Law.

The appellate process begins with the filing of the Notice of Appeal (hereinafter 'NOA'), by the *pro se* defendant, the defense counsel or the Commonwealth. Please note that the Appeals Unit accepts all NOA on a conditional basis only. Final determination as to the appropriateness of the filing resides solely with the appellate court.

File preparation is initiated by the filing of the NOA. The Appeals Unit commences the search for the official court file by contacting the Clerk of Courts. Also, the Unit begins the process of securing the Notes of Testimony if properly ordered via the Court Reporters Office. Notes of Testimony for trials should be available on the Court Reporting System (CRS). When the record is located, the file is preliminarily prepared in anticipation of the filing of the opinion. Once the opinion has been filed, the record will be finally certified and transmitted to the appellate court within one to two days. If the record is not available, after a suitable period, the Appeals Unit will notify all relevant parties of the unavailability of the file. A reconstructed record will be prepared with all available documents and the file will be transmitted to the appropriate appellate court.

In addition, the Appeals Unit is the central repository for docketing and filing of all motions seeking Post Conviction Relief and *Habeas Corpus* release. All requests for post conviction relief should be processed through the Appeals Unit. The Unit will preliminarily review all PCRA petitions. Should reassignment of the PCRA be necessary, the Appeals Unit will notify the Supervising Judge. Once the initial review of the PCRA case has been performed by the Appeals Unit, the Criminal Appointments Unit will be notified of the need for court

appointed counsel, if eligibility for same is established by the petitioner. The Appeals Unit will set the initial conference date for counsel to review the available record. Thereafter, the Unit will closely monitor the progress of the necessary filings by PCRA and Commonwealth attorneys by setting interim administrative listings. Once all pleadings have been filed by PCRA and Commonwealth attorneys, the Unit will schedule the matter before the assigned judicial authority. The Unit will notify the assigned judicial authority of the dispositional listing as well as forward all pleadings filed by counsel.

Once the case has been joined by the filing of applicable pleadings from both parties (*Finley* Letter, Amended Petition and Commonwealth Motion to Dismiss) and the first dispositional listings before the assigned judicial authority has been scheduled, all future listings should be updated by courtroom personnel in accordance with the court's calendar. The court record will ideally be located in the File Library for ACR except for those periods of time that the case is: a) scheduled for a court listing, b) with judicial staff for review, or c) with Clerk of Court personnel. When the case is ready for final dismissal, the court may be required to send notice to the petitioner. (See Pa.R.Crim.P. 907) A copy of the 907 notice must be sent to the Appeals Unit for docketing and inclusion in the criminal case file. Upon final disposition of the case, the court is required to send the petitioner, by certified mail a copy of the written order disposing of the case. All other interested parties may be notified by regular or interoffice mail. As always, the order with the appropriate proof of service should be made a part of the official case record.

For those post conviction matters where the petitioner has filed prior PCRA petitions and been afforded counsel for those petitions, the Appeals Unit will forward the pro se filing to the assigned judicial authority for review. These petitioners will not be given court-appointed counsel unless specifically authorized by the assigned judicial authority. Moreover, these matters will not be scheduled for in court dispositional listings unless requested by the assigned judicial authority.

#### 2011 Appeals Accomplishments

- Processed 1288 new Notices of Appeal cases to our appellate courts
- Certified and transmitted 1195 lower court records on appeals to our appellate courts
- Received, reviewed and processed approximately 1000 new PCRA petitions
- Implemented Extern Program with Drexel University Earle Mack School of Law
- Implemented case management system for PCRA cases resulting in:
  - reduction of administrative status listings and court appearances for PCRA/Commonwealth
  - o consistency of docketing
  - o reduction in ACR personnel time spent retrieving filed for administrative listings

### **2012 Appeals Goals**

- Development of electronic filing protocols for Post Sentence/Appellate filings in Post Trial Unit
- Full implementation of the Document Management System

 Continued refinement of methodology for capturing statistical data for preparation of reports regarding Post Sentence Motions, PCRA Petitions and Appeals

#### **Criminal Motions**

Kathleen Teti, Supervisor

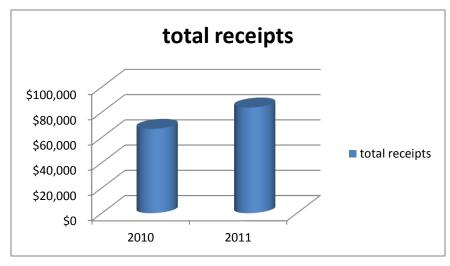
The Criminal Motion Court Unit in the Criminal Justice Center is the central location for judiciary and their staff, criminal justice partners, attorneys, and the public to file all court documents such as motions, answers to motions, briefs, appeals, orders and judicial opinions regarding criminal and quasi-criminal matters in the Common Pleas and Municipal Courts of Philadelphia.

Personnel in the Criminal Motion Court Unit are responsible for the time stamping, filing and docketing of all written pretrial, trial, post trial, post sentencing, and miscellaneous motions. In addition, they are responsible for calendaring and scheduling all miscellaneous motions in the Criminal Motions courtrooms. Miscellaneous motions include, but are not limited to, motion for private detective license, expungements, motions for return of property, and drug forfeiture petitions. Staff is responsible for accepting and receipting all payments on motions filed by private counsel and pro se litigants. The Unit accepts cash, money orders and major credit cards as well as checks from private counsel.

Judicial Orders, Findings of Fact and Conclusions of Law, and Opinions are to be filed at the Motions Counter. These documents must have a Certificate of Service attached pursuant to Pennsylvania Rule of Criminal Procedure 576.

Due to the large volume of filings and requests from the Offices of the District Attorney and the Public Defender, the Motion Unit has developed over the years a strong working relationship with those two organizations that allows us to provide excellent customer service to them. Lastly, we also receive a large volume of mail from incarcerated pro se litigants that requires the Unit to docket and distribute the pro se petitions, and in some situations respond back to the litigants.

In 2011, a notable relationship has developed and begun to bear fruit. Mike Lee, Esq. and Ryan Honarch, Esq. have become regular visitors to the Motions Counter submitting expungement petitions on behalf of Criminal Record Expungement Project (C-Rep). This agency helps people with non-conviction prior arrests to establish a clean slate, thereby helping people get their lives back. The C-Rep project members consist of project leaders Mr. Lee, Mr. Honarch and eager law students from the University of Pennsylvania. The project began in 2011 and will continue to progress in helping citizens achieve a fresh start with a clean record.



As a result of C-Rep's efforts, expungements processed by the Motions Unit have increased from 4430 petitions filed in 2010 to 5259 petitions filed in 2011. This increase is reflected in the increase of total receipts by the Motions Unit. In 2010, total receipts were \$66,

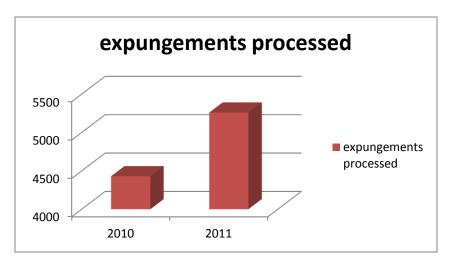
795. In 2011, total receipts increased to \$88,714, or nearly 33%, even though total motions processed were down from 106,302 in 2010 to 101,302 in 2011.

These statistics were somewhat puzzling at first blush: receipts up while motions processed down. But the increase in expungement petitions filed, mainly attributable to C-Rep, accounts for the difference. This is one case where helping others has been profitable.

Also, as part of the Court Document Management System (CDMS) project, the Motions Unit began scanning every motion filed by private counsel, court appointed counsel, C-Rep, the Defenders' Association, Community Legal Services and all pro se filers on September 9, 2011. All Judges and courtroom staff may utilize the Court Document Management System to view any document filed after this date without need of the physical file.

## **2011 Criminal Motions Accomplishments**

- Total Receipts accepted at Motions Counter \$83,714.2 Representing a 25% increase from 2010
  - Continue to manage and calendar Bail Forfeiture cases



 Accepted increased role coordinating with the Clerk's Office to resolve all outstanding financial balances relating to Expungement cases

### PROCESSED CRIMINAL MOTIONS

Proce	5,259	
0	COMBINED TOTAL	101,302
0	2011 MC	71,441
0	2011 CP	29,861

#### **2012 Criminal Motions Goals**

Participate in the design and implementation of Criminal Electronic Filing System.

## First Judicial District of Pennsylvania Mental Health Court (FJDMHC)

The First Judicial District of Pennsylvania Mental Health Court (FJDMHC) provides an alternative to incarceration for non-violent offenders with mental illness and co-existing disorders by preparing individuals for re-entry into more effective treatment modalities in supervised community settings. Under the leadership of Philadelphia Court of Common Pleas President Judge Pamela Pryor Dembe, Administrative Judge John W. Herron, Supervising Judge Sheila Woods-Skipper and Deputy Court Administrator Joseph Lanzalotti, the FJDMHC aims to reduce the jail population and criminal justice costs by balancing justice, treatment, and public safety.

The FJDMHC is a re-entry program that provides a unique multidisciplinary collaborative approach, which combines intensive wrap-around treatment and individualized probation supervision. This includes the coordinated efforts of the Department of Behavioral Health and Intellectual Disability Services, the Specialized Clinical and Criminal Justice Unit of Philadelphia Mental Health Care Corporation, Philadelphia Court of Common Pleas, Philadelphia Adult Probation and Parole, the Defender Association of Philadelphia, the Philadelphia District Attorney's Office and the Philadelphia Prison System. Utilizing the framework of the Sequential Intercept Model, the FJDMHC demonstrates the joint commitment of each justice partner to protect the interest of public safety while lowering the criminal recidivism rate for individuals with severe mental illness involved within the criminal justice system.

### **Grant Funding**

The FJDMHC was awarded a Planning Grant from the Pennsylvania Commission on Crime and Delinquency (PCCD) in 2009 to create a logistical, clinical, and criminal justice framework for the Court. In July of 2010, the FJDMHC was awarded an Implementation Grant from PCCD to expand into a fully functioning Court with dedicated personnel. Since receiving the Planning and Implementation Grant from PCCD, the Court was awarded the American Recovery and Reinvestment ACT/Byrne Justice Assistance Grant through PCCD in July 2011.

The grant will continue to fund the Probation Officer, Court Administrative Officer, and Public Defender positions until 2013. After receiving the American Recovery and Reinvestment ACT/Byrne Justice Assistance Grant, the Court was able to extend the PCCD Implementation Grant through September 30, 2011 and create 2 temporary clerical positions for the Defender Association of Philadelphia and The Philadelphia District Attorney's Office; and, a temporary IT position for the First Judicial District Mental Health Court.

The First Judicial District Mental Health Court was also awarded a grant from State Senator Vincent Hughes through the PCCD Safe Neighborhood Grant. This grant was used to

fund a Re-Entry and Transitional Support Service component for the FJDMHC. The grant provided 40 participants of the FJDMHC with a \$340.00 voucher to purchase personal care items, clothing, and food. The grant also provided funding for the First Judicial District Mental Health Court to host a Re-Integration and Community Resource Symposium on June 20, 2011.

The one-day symposium provided training and counseling for the clients, family members, case managers, and providers. The event was held at the Pennsylvania Convention Center with a total of 117 attendees, including: 27 participants, 12 family members, 68 staff/interns, 8 workshop presenters, and 2 keynote speakers.

## **Technology**

In addition to creating the three temporary positions with the extension of the Implementation Grant, the Court was able to purchase three laptops for use by the FJDMHC Probation Officer, Public Defender and District Attorney. This purchase will help increase the operational effectiveness of the program and assist in the transition to a paperless system. The First Judicial District Mental Health Court is also proud to have a web page on the Courts' website.

## Presentation/Site Visit

In order to ensure the FJDMHC maintains the highest standards in programming, policy and procedures, the involved stakeholders conducted a site visit to Allegheny County Mental Health Court in Pittsburgh, PA on April 7, 2011. The parties found the visit enlightening and informative. The stakeholders were able to discuss and compare operational procedures with Allegheny County Mental Health Court staff. In addition to the site visit, Supervising Judge Sheila Woods-Skipper conducted three presentations for FJDMHC along with the Defender Association, Department of Behavioral Health, and the Philadelphia District Attorney's office.

The first presentation was for the Court's Civil Mental Health unit on 4/27/2011, second presentation was at the University of Pennsylvania's School of Nursing on 10/3/2011 and the final presentation was conducted for the 19<sup>th</sup> Annual Forensic Rights and Treatment Conference in Harrisburg, Pennsylvania on 12/1/2011. All of the presentations focused on the multi-disciplinary collaborative approach provided to individuals with severe mental illness involved with the criminal justice system.

#### Goal Achievement Ceremony

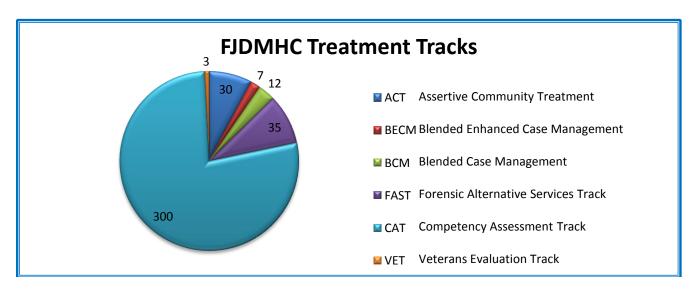
An integral aspect of Mental Health Court is to consistently motivate the program participants to continue their treatment, comply with their medications, and maintain law-abiding behaviors. In order to recognize those individuals who achieved milestones or goals set by the Court, Supervising Judge Sheila Woods-Skipper implemented the Goal Achievement Ceremony. In 2011, the Spring and Fall Goal Achievement Ceremonies recognized 29 individuals; and, of the 29 individuals recognized, 10 participated in both ceremonies. In addition to the Goal Achievement Ceremonies, Mental Health Court celebrated its two year anniversary in 2011.

## **Program Participants**

Since adding the program treatment tracks to provide a continuum of care, the Court has been successful in bringing most cases with mental health issues under its jurisdiction. The program treatment tracks include:

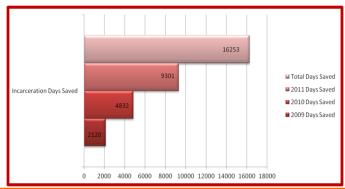
- Assertive Community Treatment (ACT): case management services are provided by an ACT team and individuals who have been identified as appropriate for this level of care, receive intensive support and treatment.
- Blended Enhanced Case Management Track (BECM): case management services are provided by Mental Health Association of Southeastern PA, individuals who have been identified as appropriate for this level of care, receive intensive support, medication management, and are referred out to treatment.
- Blended Case Management (BCM): case management services are provided by the Consortium, individuals who have been identified as appropriate for this level of care, receive intensive to moderate support, and are referred out for all treatment.
- Competency Assessment Track (CAT): provides court supervision of individuals who are unable to proceed to trial or VOP hearing due to incompetency.
- Veterans Evaluation Track (VET): case management services are provided through the VA system, individuals who have been identified are eligible for veteran's benefits and treatment services.
- Forensic Alternative Services Track (FAST): individuals who are not currently appropriate
  for the ACT, BECM, BCM, or VET tracks but may be eligible for treatment or case
  management services.

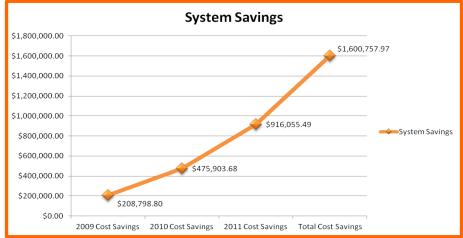
Currently, the FJDMHC is serving 387 individuals diagnosed with a severe mental illness.



#### Days Saved

The re-entry of offenders from incarceration into supervised community settings has generated a total of 9,301 incarceration days saved for 2011; a savings total of \$916,055.49, an average daily incarceration cost of \$98.49. Since its inception, the First Judicial District Mental Health Court has generated a total of 16,253 incarceration days saved, a savings total of \$1,600,757.97.





The First Judicial District Mental Health Court is an innovative program that fosters collaboration across system agencies. The Court has not only been able to save incarceration days and reduce prison costs, but has made a difference in the lives of program participants. In 2011, the Court witnessed several participants move into their own apartment, enroll in school, find employment and complete court supervision. The FJDMHC model will encourage treatment compliance while improving individual lives and ensuring public safety.

Work Status	Total	Housing Status	Total	Special Circumstance Review	Total
Full Time	2	Hospital	2	Awaiting placement	
Part Time	4	Treatment Facility	10	Authorization for Case Management	
Volunteer		Living w/ Family	2	Change in treatment status	1
Training	7	Own Apartment	9	Awaiting medical benefits	
Not Ready		House Arrest	1	VOP Review	
Total	13	Total	24	Total	1
Levels of Supervision	Total	Education	Total	Goal Achieved	Total
ACT	30	GED	2	Started a new job	2
BECM	7	GED Prep		Moved into a new apartment	2
BCM	12	College Prep	1	Reunited with family	100
VET	3	Part-time College Student		Visitation with child(ren)	1
		Full-Time College Student		Court Supervision Concluded	3
Total	52	Vocational Training	5	Total	8
		Computer Usage			
		Total (Enrolled)		100000000000000000000000000000000000000	-
Rewards	Total	(Completed)		Santions	Total
Decreased Court Appearances	6			Increased court appearances	6
Decreased Probation Supervison	2	Total	8	Increased probabtion supervision	10
Non-Reporting Probation				Bench Warrant	2
Pass to travel out of town	1			Jail Time	7
Goal Achiement Ceremony	29			Removal from FJDMHC	2
Gift Certificate					
				Total	27

## **Trial Division-Criminal-Courtroom Operations**

The essence of this Department resides in its effort to assist the District's judiciary in the daily performance of highly complex tasks.

In the 2011 calendar year, members of this office were assisted in the disposition of over 15,600 Common Pleas Court matters and an additional 2,785 Municipal Court matters. Countless motions, sentencing hearings, probation violation hearings and every other possible activity associated with a Common Pleas Court calendar in a major metropolitan jurisdiction were scheduled and disposed of with the assistance of members of Courtroom Operations.

#### **Supervisors**

Employees in this classification directly supervise line personnel according to all FJD policies and regulations. Supervisors are responsible for the performance, training, and evaluation of the employees as well as the staffing of courtrooms when necessary. In the normal business flow of the District, many documents and records are prepared, maintained, and shared – with other justice partners – in order to ensure adequate staffing resources.

In addition to the aforementioned duties, supervisors are solely responsible for facilitating the flourishing attorney/client video interview program which has grown to include both county and state institutions. Each of these vastly experienced supervisors is well versed in each and every aspect of Courtroom Operations and is fungible in their duties and responsibilities.

#### Secretarial

A secretary is assigned to Room 401 of the Criminal Justice Center and another is assigned to the Receptionist Desk serving the CJC judiciary on the 13<sup>th</sup> floor at the Judicial Reception Desk. These employees are responsible for the various functions involved with the management of a professional office environment.

### **Court Interpreters**

This three employee Unit of Courtroom Operations provides real time translation from the Spanish language to the English language (or vice versa) for the Criminal Trial Division.

### Tipstaff II

Members of this job classification perform a wide variety of functions, services, and maintenances to assist the judiciary of the District in the performance of their duties.

As the primary liaison between the Court and all other Agencies, Offices, and Departments that comprise the "justice partners," these employees are sworn or affirmed to act "...with fidelity to the Court, according to the best of [their] ability with strict impartiality between litigants, witnesses, jurors and counsel...", while at the same time, establishing and maintaining effective working relationships with all participants in the process.

The justice partners would include but are not limited to:

- All other FJD Departments
- The District Attorney
- The Defenders Association

- The Private Bar
- The Philadelphia Sheriff
- The Philadelphia Police Department
- The Clerk of Courts
- The Jury Commissioner

Acting as the first point of public contact with the Court for defendants, witnesses, and complainants, it is the further duty of the Tipstaff II to ensure the safety, care, and comfort of the jurors, as well as to warrant the dignity and decorum of the process for all involved.

Facilitating the overall function of the courtroom during legal activities, the Tipstaff II is must also adhere to the many regulations, policies, rules, and business practices that have been enacted by the leadership of the District in order to ensure the fair, equitable, and timely disposition of criminal charges. This requires performing challenging duties encompassing a multi-faceted knowledge of many court related subject matters—case flow management, most especially. This skill set begins at the early review of a docket (days in advance of the scheduled Hearing) and continues through to disposition of any and all Post Trial issues.

Further duties and responsibilities would include, but are not limited to;

- Data entry related to the Common Pleas Case Management System.
- Scheduling and Calendaring of Court events.
- Reporting directly to the Court.
- Accounting directly to the Court.
- Maintaining and supplying computer, fax, printer, phone and other Court equipment.
- Training in Safety, CPR, Defibrillation, Shelter in Place, CJC Evacuation and Emergency Policies.
- Providing general information to participants.
- Limited courtroom security.
- Ordering, requisitioning, or arranging actions required for courtroom maintenance, supplies, or services.
- Preparing, marking, recording, and maintaining necessary records of court procedures.
- Resource management of other FJD Departments and outside Agencies.

## Tipstaff I Summary Statement

The Tipstaff I is under the direct supervision of the Court and the Tipstaff II, and assists the Tipstaff II in most duties itemized above. Members of this job classification are mainly responsible for assisting the Court and Tipstaff II in all phases of the jury process. They are especially concerned with the care, comfort, and safety of the Jurors before and during selection, during the trial, and after verdict (to ensure payment and the safe exiting of the CJC).

#### **Hours of Operation**

The office of Courtroom Operations is staffed Monday through Friday from 7:00 am until 5:00 pm, or until the closing of any individual court day. However, supervisory staff and employees remain available to the judiciary with the approval of the Administrative Judge of the Trial Division on a 24 hour schedule, including Saturday, Sunday, or any Holiday. Courtroom

Operations is available at any time, for any length of time, in order to facilitate any trial or hearing to fruition.

## Staffing Responsibilities, Criminal Justice Center and City Hall

A Courtroom Operations Tipstaff II is present whenever a member of the judiciary is sitting in the CJC and where all criminal matters must be adjudicated. The judiciary of the Criminal Trial Division currently consists of 44 Judges who are assigned to one of the 47 Courtrooms in the CJC.

The Family Court, Orphans Court, Civil Trial Division and specially presiding Judges are also staffed by Courtroom Operations whenever their presence is required in the CJC. This usually occurs when there is a docket containing criminal matters, or where any Civil Trial Division or Orphans Court litigant is in custody.

The administration of the Civil Trial Division is responsible for the staffing of all Courtrooms in City Hall, except Landlord/Tenant Court – which is staffed daily by a member of Courtroom Operations. Upon exigent circumstances, such as illness or other unavailability of Civil Division staff, this office assigns a Tipstaff II to the Civil judiciary upon request.

Election Court, Grand Jury Selection and all Ceremonial Sessions are also coordinated and staffed by this office. Non-judicial assignments include the operation of the two "Jury Flow" rooms on the second floor of the CJC, the operation of the Video Courtroom which is located in Room 1106 of the CJC and the staffing of the Trial Commissioner in Courtroom 1104 when feasible.

## **2011 Accomplishments and Improvements**

#### **CJC Video Program**

The connectivity for the FJD and all other Philadelphia Prison System institutions and State Correctional Institutions is available in eight CJC Courtrooms as well as the office of Courtroom Operations (401 CJC). Each year, this program continues to expand the number of often problematic cases that are disposed via video-conferencing. In 2011, over 3,400 matters were resolved via video conferencing producing an immeasurable savings in Sheriff Transportation and other costs. This was a 25% increase from the last reporting period. The Motions Court now resolves almost 100% of the custody cases listed there via video, making it the first "all video" Courtroom in our District, and perhaps in the Commonwealth of Pennsylvania. Also, in 2011 the AVOPP/NSJ Video Program commenced resulting in 302 matters being disposed of via video which encompasses over 75% of the custody matters scheduled in this program. In addition, the Attorney/Client Video Interview Program was instituted in April, 2011. Some 345 Interviews were scheduled resulting in the early disposition of almost 30% of these matters.

The use of Video Conferencing has resulted in a savings of over \$280,000 for the transportation of both State Department of Corrections inmates as well as Philadelphia County Prison inmates. The use of Video Conferencing by the First Judicial District continues to grow and its possibilities are boundless.

#### **Election Court**

Due to the changing voting laws and legislation, the District was required to design and establish a Court process regarding "emergency petitions" commencing at the November 2008 election cycle. On the Election Day this session is staffed from 6:00 am until 10:00 pm in Courtroom 676 City Hall, without incident or delay.

In addition, Courtroom Operations also assists the Judiciary and the City Commissioner's Office by staffing hearings regarding challenges to candidates nominating petitions at Delaware and Spring Garden Avenues.

#### Case Consolidation

Defendants who had multiple cases in any individual judicial calendar were targeted by supervisory staff for an earlier disposition. Their activity began at the Pre-Trial Conference stage. Trial impediments were addressed and removed, multiple cases were consolidated on a single day, and each trial was addressed, in a series, if necessary. The judicial economy resulting from this program was adopted by the Court Administration and is now named Advanced Review and Consolidation, (ARC).

### **Transportation List and Interpreter**

Prior to the scheduled event, the Tipstaff II is required to review the docket to determine the necessity of the defendant's presence or a non-Spanish Interpreter. Working closely with the two Counsels representing, the Tipstaff presents relevant information to the Presiding Judge. A determination is made based on certain realities and the needs of the Court. Cancellations are entered or forwarded to the appropriate Department so that effort, time, and money are saved by the District and/or appurtenant agencies. There is no dollar amount of savings available for presentation.

#### **Probation Review**

The Tipstaff review of matters scheduled for Probation Hearings has evolved into the Accelerated Violation of Probation Program, (AVOPP), and the Non-Sitting Judge Program, (NSJ).

#### **Grand Jury Selection**

Conducted in City Hall, groups of 300 jurors are empanelled into the sitting Grand Jury in a most expeditious and professional manner. These refinements in the process have been well received by the participating judiciary.

## **Municipal Court Case Consolidation**

The Tipstaff proactively seeks matters "active" in the Municipal Court docket, and upon agreement of Counsel and the defendant, adds these matters onto the calendar of the day, for disposition. This year, this Program resulted in over 2,785 Municipal Court cases being resolved in the Court of Common Pleas.

#### **Miscellaneous Departmental Information**

- Zero overtime expenditure for 8 years in a row.
- Reduced usage of "Sick Time".

- Exceeded expectations for the FJD Combined Campaign.
- Exceeded expectations for the FJD Blood Drive.
- Coordinated and hosted Studies Program participants from Grade School through Graduate School.
- Participated in the Philadelphia Mentoring Program.

### **Rule 631A Waiver Program**

As judicial time is the most precious, this Program was designed to relieve the judiciary of most of their energy expended in jury selection. Upon agreement of the defendant and both Counsel, Counsel and supervisory staff conducted the more time consuming aspects of jury selection. The required presence of the Presiding Judge was reduced to make the necessary legal rulings on jury service, such as hardship, challenge for cause, etc.

Each jury selected in this way resulted in an additional block of time the judiciary had available for other matters in furtherance of the agenda of the Court.

## **Intermediate Punishment and Expedited Arraignment Video Dispositions**

Courtroom 705 is the Expedited Case Management Courtroom for all Felony Waiver Program cases. Wiring and other hardware and software have been installed or ordered to institute the acceptance of guilty plea via video for all incarcerated defendants who qualify for the Intermediate Punishment Program or who have been offered a "time served" sentence.

The timeliness of these one day track pleas will result in a significant reduction of the "days to disposition" for these matters; reduce the time waiting for treatment for drug offenders, and result in a generating significant savings for the PDOC.

#### **Zone Court**

Starting in November of 2010 the Criminal Trial Division deployed Zone Court. Courtroom Operations supervisors and line staff were heavily engaged in the planning and logistics associated with this cross Court effort. Many members of the judiciary relocated from one Courtroom in the CJC to a new Courtroom. The scheduling of the painting and cleaning, the resupply and the moving of all of these rooms were carried out seamlessly. Each employee of this office was trained in the new protocols regarding Zone Court, many of them written by the supervisors.

#### **Jury Flow**

Each and every juror is provided with escorted transportation in secure elevators to the 44 Courtrooms in the CJC. This labor intensive service prevents jury tampering and intimidation in any unguarded moment of jury service.

#### **Tipstaff Training**

In 2011, several training sessions were held by the supervisory staff of Courtroom Operations. Some of the most fruitful sessions were training in the new Court Document Management System (CDMS), as well as an extensive training on Victim/Witness/Juror Intimidation.

## Trial Division – Criminal – Adult Probation & Parole Department *Introduction*

The Philadelphia Adult Probation and Parole Department (APPD) is the largest Department within the Criminal Trial Division of the First Judicial District of Pennsylvania. The Honorable D. Webster Keogh, to whom the Probation Department reports, was the Administrative Judge of the Trial Division for most of 2011. In November, he was replaced by the Honorable John W. Herron. The Chief Probation Officer, Robert J. Malvestuto, oversees APPD and reports directly to Joseph A. Lanzalotti, Deputy Court Administrator, Trial Division. The President Judge is the Honorable Pamela P. Dembe.

**Mission Statement** - The mission of the Philadelphia Adult Probation and Parole Department is to protect the community by intervening in the lives of offenders. We hold them accountable by enforcing the orders of the Court. Through a balance of enforcement and treatment strategies, we afford offenders the opportunity to become productive, law-abiding citizens. APPD provides all possible assistance to the victims of the offenders we supervise. The agencies mission is implemented as follows:

**Serve the Court** – Provide pre-sentence investigation reports, mental health evaluations, and other information needed for the judicial decision-making process.

**Protect the Community** – Monitor offenders granted probation or parole to ensure compliance with the rules and regulations of probation and parole, and Court-imposed special conditions. Through collaboration with community agencies, assist offenders in developing their potential.

**Service to Victims** – Provide services to victims of crime including developing victim impact statements, providing direct and referral services to victims, providing information to victim service providers and participating in victim service networks to promote the rights of victims.

**Vision Statement** - To become a leading organization in the field of community corrections by implementing evidence-based offender supervision strategies.

**Standards and Compliance** - The State Board of Probation and Parole promulgates American Correctional Standards which county Probation Departments in Pennsylvania are obligated to meet. The level of compliance with these standards is tied to the SBPP Grant-In-Aid program, which subsidizes 35% of the salaries of staff in certain classifications. Once again, APPD has met all standards required.

**Staffing -** Staff is represented by the American Federation of State, County and Municipal Employees (AFSCME) and salaries are determined in part through collective bargaining. The FJD determines the salaries of non-represented employees.

STAFF CATEGORY	COUNT
Managers	47
Probation Officers	276
Support Staff	49
Part-Time Staff	21
Vacancies prior to hiring freeze	56
Vacancies as of 12/31	12

### **Administrative Supervision Division**

ADMINISTRATIVE SUPERVISION (AS) – The AS units supervise offenders who are predicted by the APPD Risk Tool to not commit any new offenses. The ratio of offender to officer is higher in these units with reduced reporting frequency.

ACCELERATED REHABILITATIVE DISPOSITION (ARD) – ARD is a diversionary program available to certain first time non-violent offenders at the discretion of the District Attorney's Office. The ARD unit supervises all offenders in the ARD Program.

FRAUD – The Fraud unit supervises offenders convicted of defrauding the Department of Public Welfare, Insurance Companies and Unemployment Compensation. This unit is funded by the District Attorney's Office.

### **General Supervision Division**

GENERAL SUPERVISION (GS) –GS units supervise offenders who are predicted by the APPD Risk Tool to be charged with a new, not serious offense. Offenders supervised by this division report to APPD monthly. For most of 2011 there were six GS units. In December, a seventh unit was created, in part as a result of the closure of gun court.

### **Anti-Violence Supervision Division**

ANTI-VIOLENCE – AV units supervise offenders who pose the greatest risk to pubic safety. They are predicted by the APPD Risk Tool to be charged with one of the following offenses within two years of their probation start date: murder, attempted murder, rape (or other sex offenses), robbery, or aggravated assault. These units are regionalized and use intensive supervision techniques such as field visits and targeted patrols, as well as Cognitive Behavioral Therapy. For most of 2011 there were four AV units. In December, a fifth unit was created using armed officers from the gun court program.

YOUTH VIOLENCE REDUCTION PARTNERSHIP (YVRP) – YVRP is a multi-agency effort to reduce violent crimes among high-risk/at-risk juveniles and adults age 24 or younger. YVRP officers conduct Targeted Patrol with Police Officers, visiting homes between 4:00 p.m. and midnight in 12<sup>th</sup>, 19<sup>th</sup>, 22<sup>nd</sup>, 24<sup>th</sup> and 25<sup>th</sup> Police Districts. The American Probation and Parole

Association (APPA) presented its Distinguished Annual Program Award to APPD in 2007 in recognition of the success of YVRP.

### **Specialized Supervision Division**

DOMESTIC INTERVENTION – The Domestic Violence unit supervises offenders prosecuted by the Family Violence and Special Victims Unit in the DA's Office. These are chronic, serious domestic violence offenders court-ordered to domestic violence treatment and supervision. All offenders with a domestic violence condition are referred to anger management counseling. FORENSIC INTENSIVE RECOVERY (FIR) – This program was developed in conjunction with the District Attorney, Public Defender and Philadelphia Health Management Corporation. Offenders in this program have the dual diagnosis of drug/mental health problems and are supervised in the FIR unit.

GUN COURT – This specialty court began on January 10, 2005. APPD's two Gun Court units provide strict supervision for offenders convicted of Violation of the Uniform Firearms Act (VUFA). All must perform community service and participate in violence awareness programs. Gun Court probation officers participate in targeted patrols of high crime areas with the Philadelphia Police Department. Due to a lack of continued funding, the Gun Court was closed at the end of 2011

INTERMEDIATE PUNISHMENT (IP) – IP is a probation sentence established by statute intended to divert offenders from state prison. Offenders who have substance abuse problems and are scored in the upper range of the Sentencing Guideline calculation are eligible for IP and their supervision includes inpatient drug and alcohol treatment and house arrest with electronic monitoring.

MENTAL HEALTH – Offenders in this unit are stipulated by the sentencing judge. Offenders have documented psychiatric difficulties and require mental health treatment. This unit works closely with the Court Mental Health Clinic to identify treatment options and develop supervision plans for the offenders. Offenders convicted in Mental Health Court are supervised by the Mental Health unit. In December we became part of Veteran's Court, a FJD initiative with the Veterans Administration. An officer is assigned to handle all veteran offenders sentenced by this court, the goal of which is to stream-line the services available to these types of offenders.

MONITORED SUPERVISION— This unit provides a structured alternative to incarceration for offenders who are monitored electronically and referred for needed treatment. Offenders who violate their monitoring conditions are subject to arrest by the Warrant Unit of Pre-Trial Services.

OUT OF COUNTY/STATE – Offenders who reside in another jurisdiction but are convicted of a criminal offense in Philadelphia are supervised by the Probation Department in the county of residence, with administrative monitoring by officers in this unit. APPD receives reports from the supervising jurisdiction, which sometimes requires intervention by our officer. This unit also provides courtesy supervision for offenders that live in Philadelphia but were convicted of a criminal offense in other jurisdictions. Cases are returned to APPD for cause.

SEX OFFENDERS – This unit intensively supervises offenders convicted of sexual offenses. Supervision includes urinalysis, counseling referrals, and monitoring of stay away orders and inappropriate living arrangements. The officers initiate Megan's Law registration for those offenders convicted of designated sex offenses. Female sexual offenders are assigned to one officer to specifically address their issues. Computer technology monitors and blocks internet usage by certain sex offenders.

### **Supervision Support**

CENTER FOR ADULT EDUCATION – This program is a joint effort between APPD and The Center for Literacy (CFL), a private, non-profit philanthropic organization. APPD provides office space and supplies. CFL provides on-site evaluations and referrals to educational programs, which consist of instruction from basic literacy through GED preparation.

COMMUNITY SERVICE – This program arranges all Court-ordered community service for offenders so conditioned. APPD has developed well-monitored site placements with responsible organizations. APPD receives reports on hours of service by offenders and maintains computerized records of completion.

COURT MENTAL HEALTH CLINIC – Mental health evaluations are ordered by the judiciary to determine offenders' competency to stand trial and assist in their own defense. Evaluations are also ordered for involuntary commitment cases, amenability to treatment determinations, and special requests from trial Judges. The clinic honors APPD requests for mental health evaluations on supervised offenders and provides training for the judiciary regarding mental health issues.

DNA – DNA samples are collected from offenders convicted of felonies in accordance with Pennsylvania Act 185-2004. Testing is conducted according to State Police Standards by a technician from Compliance Oversight Solutions Ideal, LLC, a contracted vendor. The Pennsylvania State Police supplies collection kits and receives the results.

DRUG DETECTION CENTER – APPD operates an on-site drug detection laboratory which is staffed by a contracted vendor. The department has made a concerted effort to drug test only those offenders who are court ordered or would benefit from this service.

FACILITIES AND GRANT MANAGEMENT – Several staff who have other duties share the following responsibilities:

- Building Management 1401 Arch Street Philadelphia, PA 19102
- Vehicle Fleet Management
- Equipment and Supplies ordering, storing, inventory, distribution and repair.
- Supervision of part-time clerical employees
- Ensure compliance with federal, state, and local grants
- Maintain messenger service
- Management of Service Contracts

INTAKE – Intake technicians use Monitor to initiate probation cases for all offenders so sentenced. Case imitation involves briefly interviewing the offender, entering docket information and running the APPD Risk Tool. All new probation officers do a rotation in this unit as it is the best training ground for understanding the business of probation. Student interns and externs are also assigned there. Unit staff works closely with the Clerk of Quarter Sessions.

OPERATIONS SUPPORT – These specialized technical staff handle the administrative transactions generated by certain frequently-occurring case events.

#### • RECORDS MANAGEMENT

- o Maintains and catalogs master files, each of which contains all documents accumulated for any offender supervised by APPD whose cases have expired.
- o Initiates out-of-county dockets in Monitor.
- o Responds to subpoenas for archived case information.
- Responds to requests from other agencies for information on active and expired cases.
- AVOPP COURT –This court hears most technical violations of probation. These
  hearings are handled by one probation officer assigned to the Supervision Support
  Division streamlining the management of technical VOPs.
- CRASH COURT This court hears all Gagnon I hearings. These hearings are handled by one probation officer assigned to the Supervision Support Division.

#### • VIOLATION OF PROBATION MANAGEMENT

- o Generate and track arrest warrants requested by officers for offenders who have violated or absconded from supervision.
- Field inquiries from agencies nation-wide regarding our offenders apprehended in other jurisdictions.
- o Issue and track warrants requested by State Parole agents on certain shared-supervision cases; schedule and attend warrant hearing.

PAROLE – Parole staff are responsible for the timely issuance of petitions to sentencing Judges based on local parole eligibility rules. The Release Information Network (RIN) is a networked computer application used by APPD and the Public Defender to support the paroling process. The Parole Unit receives and acts on both approved and denied petitions received from sentencing Judges.

PRESENTENCE – Two presentence units are staffed by experienced probation officers, who conduct background investigations examining and evaluating the offender's criminal and psycho-social history. Investigators compose reports for requesting Judges to assist in sentencing.

VICTIM SERVICES UNIT – Two probation officers are dedicated to assisting victims of crime. These officers reach out to all victims of sexual offenses and survivors of homicide attempts.

They work with victims to compose impact statements which are a part of the presentence report and coordinate services with support agencies.

### **Training and Policy Development**

FUGITIVE SAFE SURRENDER – An on-going faith-based initiative of receiving and processing offenders wishing to turn themselves in to clear outstanding warrants.

MONITOR – Monitor is the APPD case management system used by probation officers to enter data on all aspects of case supervision. Managers also use Monitor to audit cases and otherwise oversee the operation of their units. Technically proficient staff maintain liaison with the vendor and conduct ongoing weekly and ad hoc phone conferences to support and improve the program.

PROB-START (Probation Supervision Through Analysis, Research and Training) – An overarching management construct using data from Monitor and CPCMS; started after Monitor had been in use long enough to yield informative results to targeted queries. The research department generates monthly statistics which are distributed to all upper management which allows Directors and Supervisors to identify, review, and act on trends. The Chief and Deputy Chief Probation Officer select topics of importance in case supervision which are analyzed by the research team. Concurrently, Managers, Supervisors and Officers audit cases for instances of the ProbSTART topic. Group case conferences are held and management and line staff present and explain pertinent cases. Identified practices are lauded or remediated.

TRAINING – This multifaceted unit arranges for and conducts training which, among other things, complies with the Pennsylvania Board of Parole and Probation mandate of 40 hours for professional staff and 16 hours for support staff. The Training Unit studies and develops policy for the department. FJD subsidizes, through APPD, certain graduate studies for which training hours are credited.

#### Research

SPECIAL PROJECTS AND RESEARCH – Provides APPD with operational and evaluative information not otherwise available. Two degreed professionals conduct fruitful studies and receive support and liaise with the University of Pennsylvania and Temple University. With U Penn, the department developed and implemented the APPD Risk Tool which is used to assess the offender risk.

WEAPONS RELATED INJURY SURVEILLANCE SYSTEM (WRISS) – APPD maintains a database of shooting victims in Philadelphia with data from the Philadelphia Police Department. APPD uses these data to identify APPD offenders who were the victim of gun violence and disseminate weekly reports.

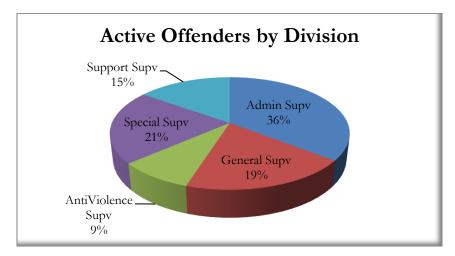
#### Office of the Chief Probation Officer Robert J. Malvestuto

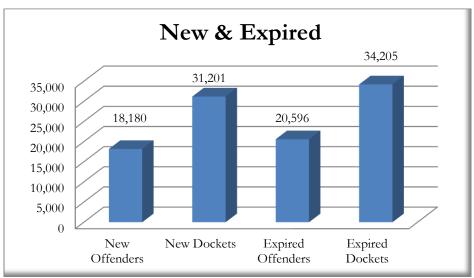
### **Highlights of 2011**

- **HIGH RISK EXPERIMENT** An ongoing study to test the effectiveness of cognitive behavioral therapy on high risk offenders which began in the 2010. This experiment is a joint effort between APPD and the University of Pennsylvania. Preliminary results are expected in early 2012.
- NEW VERSION OF RISK ASSESSMENT A new version of the APPD risk tool
  was built and installed in November of 2011The new version was built because of the
  migration of juvenile data from JACS to CPCMS.
- **RISK TOOL EVALUATION** The evaluation of the risk took is on-going. In 2011 the research department issued a report on 12 month recidivism rates by risk division.
- **OPERATIONS MANUAL** The research department, together with training and policy development, spearheaded an effort to revise/recreate the operations manual. This work was nearly completed in 2011 and should be done within the first quarter of 2012.
- **PROB-START** This year, the division directors assumed responsibility for conducting case conferences to review, identify and act on trends. This was done with the assistance from the research department. The Deputy Chief hosts two meetings per year for each division (8 meetings in total) to review the statistics relevant to that particular division.
- **APPD INTRANET PAGE** The DOIT staff housed at APPD created this page. The page contains critical, up-to-date and easily accessed information regarding daily arrests, daily case inventory, court dates, summaries due, available training schedules, probation terms, and our Operations Manual. It also contains important information from the FJD intranet page (as well as a link to that page) and useful links to third-party internet sites. The APPD intranet site contains all of the information that officers and supervisors need to perform their daily supervision duties and is the logical starting point for each working day.
- **ER2P WEB SERVICE** Philadelphia offender information is now available on JNET through the JNET Data Flexible Search (JDFS) application, as well as the JNET Electronic Reporting Statistical reports both of which may be found on the JNET secure portal under Justice Data. All local, state, and federal JNET users with Criminal Justice, PA Criminal History, or Criminal History access may now use JNET to determine if an offender is on probation or parole supervision with Philadelphia County. Furthermore, 308 statistical reporting requirements for Philadelphia County are now fully automated to the PBPP via the ER2P service.

- CLOSURE OF GUN COURT In late 2011, funding for Philadelphia's gun court ended, no officers were laid off as a result of the closure. While unfortunate, this closure gave us an opportunity to examine how to best deploy the former gun court officers. Through an extensive planning process, a mini reorganization plan was developed and deployed. As a result, caseloads in both the AV and GS divisions are now closer to their targeted levels.
- **GOING PAPERLESS**: As part of a broader effort by the FJD to become as paperless as possible, APPD eliminated the pre-printing of warrants, individual forms listing offenders scheduled for violation hearings, and hearing results. In addition, we no longer print the violation hearing lists which are now found on our APPD webpage and sent via e-mail to outside agencies that require notification.
- **VETERAN'S COURT**: In December we became part of Veteran's Court, a FJD initiative with the Veterans Administration. An officer is assigned to handle all veteran offenders sentenced by this court, the goal of which is to stream-line the services available to these types of offenders.

Total number of offenders supervised by APPD on 12/31/2011: 44,038 Total number of dockets supervised by APPD on 12/31/2011: 58,362

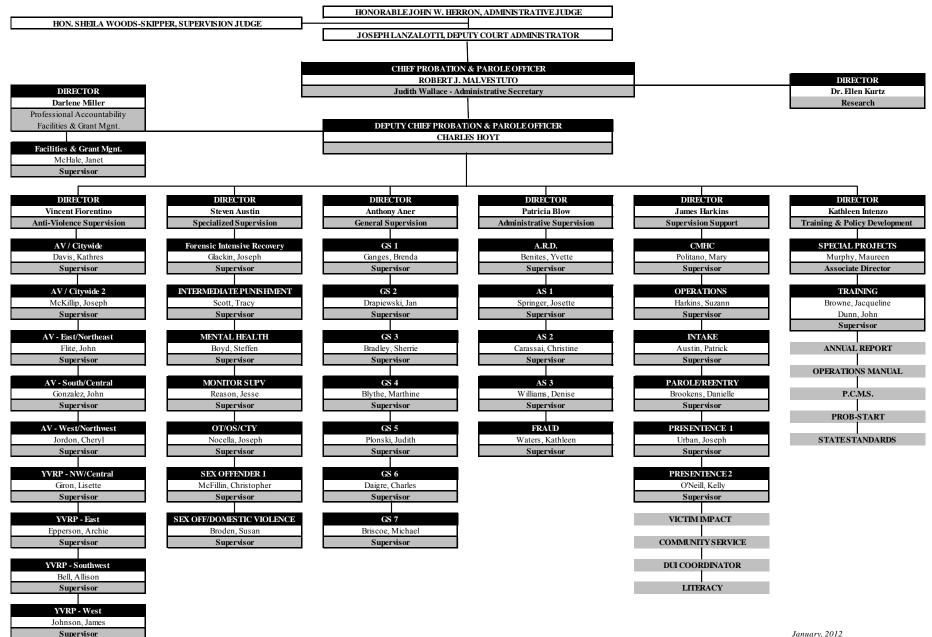




### **Selected Workload Figures**

Number of New Arrests	9,789
Number of Gagnon I Violation Hearings Scheduled	16,033
Number of Gagnon II Violation Hearings Scheduled	31,651
Number of Drug Tests Administered	57,611
Number of Mental Health Evaluations Administered	2,106
Number of Presentence Completed	1,901

#### PHILADELPHIA ADULT PROBATION & PAROLE DEPARTMENT

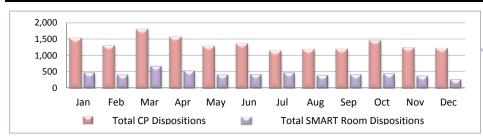


## PREPARED BY Jennifer Amsbile

## YEAR TO DATE 2011

## STATISTICS REPORT

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
$\rightarrow$						Dispo	sition	S						
	Total CP Dispositions	1,516	1,289	1,788	1,557	1,273	1,349	1,133	1,172	1,186	1,445	1,231	1,208	16,147
	Total Negotiated Guilty Pleas	831	664	965	839	672	665	563	619	625	703	610	548	8,304
SMART Rooms														
Total CP Dispositions 469 411 666 528 410 421 471 395 415 444 374 268												5,272		
	of total dispositions	31%	32%	37%	34%	32%	31%	42%	34%	35%	31%	30%	22%	33%
	<b>Total Negotiated Guilty Pleas</b>	415	312	556	431	331	338	384	333	336	358	312	224	4,330
	of total neg. guilty pleas	50%	47%	58%	51%	49%	51%	68%	54%	54%	51%	51%	41%	52%
	Videos													
	Total State Hearings	31	45	60	43	52	43	41	44	62	73	63	62	619
	<b>Total County Hearings</b>	153	113	158	169	209	229	205	269	235	207	213	218	2,378
	Total Savings	\$30,522	\$31,347	\$43,297	\$27,829	\$36,960	\$30,785	\$29,648	\$34,102	\$37,700	\$37,527	\$39,141	\$32,845	\$411,703
					Me	ntal H	ealth (	Court						
	Number of Days Saved	445	469	620	690	806	840	942	905	810	930	920	930	9,307
	Total Cost Savings	\$43,828	\$46,192	\$61,064	\$67,958	\$79,383	\$82,732	\$92,778	\$89,133	\$79,777	\$91,596	\$90,611	\$91,596	\$916,646
				A	VOPP	& NS	J (Judg	e Brov	vn)					
	Total AVOPP Hearings	25	32	43	16	20	37	15	17	56	27	50	33	371
	Total NSJ Hearings	62	62	109	70	96	87	67	63	73	121	66	41	917
						ARC	I & II							
	ARC I Hearings	93	77	109	109	114	115	133	119	124	325	179	158	1,655
L	ARC II Hearings	126	95	115	91	93	108	59	90	96	142	119	112	1,246





# Prepared by Jennifer Amabile DISCOVERY STATS FROM ARRAIGNMENT

## YEAR TO DATE 2011

Major C	ases			
Month	Total Cases Arraigned	Partial Discovery	No Discovery	Total Discovery Issues
January	344	18	84	30%
February	341	30	76	31%
March	445	25	103	29%
April	349	16	82	28%
May	386	24	75	26%
June	392	25	70	24%
July	371	31	63	25%
August	367	43	76	32%
September	340	57	66	36%
October	325	35	70	32%
November	325	52	58	34%
December	383	53	61	30%
Total	4,368	409	884	30%

List Cas	es			
Month	Total Cases Arraigned	Partial Discovery	No Discovery	<b>Total Discovery Issues</b>
January	745	56	42	13%
February	771	44	39	11%
March	924	61	67	14%
April	778	43	41	11%
May	868	53	46	11%
June	891	57	42	11%
July	796	72	21	12%
August	920	76	23	11%
September	827	76	65	17%
October	807	81	12	12%
November	810	89	25	14%
December	733	76	21	13%
Total	9,870	784	444	12%

Total Cases Arraigned
Majors & List Cases

14,238

Total Major Cases
With Discovery Issues
1,293

Total List Cases
With Discovery Issues
1,228

MC APPEALS FILED 2009 519

MC APPEALS FILED
2010
717

MC APPEALS FILED
2011
474

## DISCOVERY STATS FROM DISCOVERY COURT

## YEAR TO DATE 2011

Month	New Listings	М	L	Total Disco. Cases	No Disco.	75-48 & 75-49	75-48A	75-483	Seizure Analysis	Property Receipt	CNL	Ballistics	CW - No File	PLEAS	New Cases Continued	2nd Re- Listing	Mult. Re- Listings	Resolved Cases	Moved Fwd. by Agr.
Jan	96	37	66	103	3	8	0	7	0	7	1	1	0	0	5	1	1	80	13
Feb	118	71	63	134	1	3	0	5	1	4	1	1	0	2	2	0	0	119	12
Mar	155	92	93	185	6	10	1	5	1	7	1	4	2	0	30	5	0	137	13
Apr	121	70	66	136	4	5	0	0	1	2	0	0	0	0	6	4	0	109	17
May	136	81	74	155	4	9	0	0	3	7	0	2	0	0	12	0	0	130	13
Jun	153	79	85	164	2	4	0	1	1	1	0	0	0	0	12	0	0	142	10
Jul	87	46	49	95	0	11	2	8	2	7	0	2	0	0	9	1	0	69	11
Aug	103	67	59	126	4	6	0	3	2	2	0	2	0	1	9	0	0	104	11
Sep	178	86	108	194	3	5	0	6	1	4	0	2	0	0	16	2	1	167	7
Oct	83	45	48	93	1	8	0	1	4	8	0	0	0	1	7	1	1	71	9
Nov	94	39	61	100	3	16	0	1	9	4	0	0	2	0	9	2	0	72	15
Dec	116	59	92	151	5	16	0	4	16	5	1	1	1	0	13	2	3	105	24
Total	1440	772	864	1636	36	101	3	41	41	58	4	15	5	4	130	18	6	1305	155

New Listings

1,440

Total Cases Listed

Majors 772 List 864

1,636

Resolved Cases

1,305

Cases Moved Forward by Agreement

155

PREPARED BY Jennifer Amsbile

## SMART ROOMS

## YEAR TO DATE 2011

Overview	Total Active Cases	Bench Warrants	Negot Guilty Pl		Negot Guilty		Total Negotiated Pleas	Nolo Contendre	Open Guilty	Total Pleas	No Offer	Offer Declined
	Cases	Issued	Majors	List	Majors	List	ricas	Pleas	Pleas			Decimed
January	2,549	78	18	197	51	149	415	3	18	436	87	567
February	2,495	65	20	141	30	121	312	3	24	339	60	516
March	3,307	132	25	233	57	241	556	15	26	597	118	882
April	2,375	75	23	167	44	197	431	9	40	480	72	593
May	2,273	103	29	145	34	123	331	8	18	357	83	547
June	2,388	93	27	118	32	161	338	7	23	368	78	594
July	2,444	96	61	136	44	143	384	7	14	405	102	635
August	2,678	91	20	128	34	151	333	10	24	367	84	681
September	2,509	104	22	122	40	152	336	5	29	370	84	583
October	2,445	72	25	143	52	138	358	7	32	397	85	548
November	2,631	101	17	129	29	137	312	5	16	333	88	829
December	2,322	73	7	108	12	97	224	4	17	245	62	627
YEAR TOTAL	30,416	1,083	294	1,767	459	1,810	4,330	83	281	4,694	1,003	7,602

Details, etc.	Custodies Brought	Custodies Seen in	C	ontinuano SMART		ю	Total Continuances Back to	Cases Scheduled	Discovery	SMART Room Trial	Total MC	Total CP
	Down	Room	PD	PRIV	CW	N/A	SMART Room	Out to Division	Issues	Listings	Dispositions	Dispositions
January	817	360	376	450	49	98	973	726	36	89	94	469
February	855	327	392	487	28	76	983	660	23	69	103	411
March	1,052	457	492	659	70	129	1,350	889	32	111	134	666
April	933	429	368	493	48	78	987	582	22	83	78	528
May	839	326	320	501	52	83	956	576	28	54	81	410
June	911	338	342	513	27	135	1,017	637	11	35	79	421
July	987	377	399	551	43	30	1,023	687	28	50	90	471
August	1,124	411	521	656	70	18	1,265	725	24	40	70	395
September	968	323	457	640	51	25	1,173	622	23	45	61	415
October	924	387	484	649	39	22	1,194	552	27	81	70	444
November	750	363	435	586	47	20	1,088	884	37	33	75	374
December	671	263	447	597	49	18	1,111	648	47	41	72	268
YEAR TOTAL	10,831	4,361	5,033	6,782	573	732	13,120	8,188	338	731	1,007	5,272

Total CP Dispositions 5,272

Total MC & CP Dispositions 6,279

Plea %	Totals	
NEGOTIATED	NOLO	OPEN
82%	2%	5%
of Total CNAAD	T Doom CD I	licnocitions

of Total SMART Room CP Dispositions

Non-Pl	ea Dispo	stions <sup>c</sup>	%	
APPEAL W/D	ABATED	NP	TRIALS	OTHER
0.6%	1.1%	7%	2%	1%

of Total SMART Room CP Dispositions

Bench Warrants
4%

of Total Active Cases Listed

Continuances Back to SMART Rooms

43%

of Total Active Cases Listed

Cases Sent Out to Division

27%

of Total Active Cases Listed

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Prepari Jenni	ED BY fer Amshile	Ι	OISP	OSIT	ΓΙΟΝ	BY	JUDO	GE •	YEA	AR T	O DA	ATE:	2011				Program Type Disposed Per Judge			
Div/Etc.	Judge Homicide	Rm.	January	February	March	April	May	June	July	August	September	October	November	December	Total CP	Total MC	Homicide	List	Gun	Majors
Н	Lerner	1105	15	10	20	25	18	6	2	14	10	27	21	23	191	30	42	16	2	131
H	Temin	1108	4	3	3	4	4	2	1	1	2	0	4	15	43	3	18	9	2	14
H NE	Defino-Nastasi Hughes (1/3-5/16)	1107 1007	2	7	14 2	6 3	0	8	8	5	9	5	3	7	78 10	12 16	34 5	20	0	24
NE NE	Bronson (as of 5/16)	1007			_		2	10	10	5	7	11	18	9	72	1	24	18	16	14
С	Minehart	907	9	4	8	6	11	3	4	15	9	7	4	23	103	12	33	37	4	29
NW	Bright	807	7	6	10	1	3	3	4	2	4	7	6	4	57	11	22	18	1	16
SW F	Geroff Robins-New	707 607	9	6	14 36	5 9	3 17	6	4 8	3 4	6	5 14	3	25 2	86 113	5 4	22	25 72	5 1	34 17
S	Sarmina	507	5	4	4	4	4	5	3	5	2	5	2	4	47	6	36	3	0	8
	Homicide		59	45	111	63	66	47	44	54	53	81	65	112	800	100	259	218	32	291
PTC	Northeast Pre-Trial C Ransom	1005	42	48	53	heast Division: 79	30	50	42	34	64	mbined Division 78	ons) 84	54	658	79	0	482	7	169
	South Division	1005	-12	40	33	,,,	30	30	72	34	0.1	70	0.4	54	050	,,	ů	102		103
PTC	Woods-Skipper	505	59	33	74	42	36	44	37						325	45	2	243	0	80
M	Cunningham	501	28	17	22	10	17	14	19	20	20	27	30	1	225	7	0	61	2	162
M M/L	Brinkley Erdos	502 508	6 31	18 51	36 52	25 46	30 26	26 30	19 25	26 21	26 29	19 42	18 33	5 14	254 400	32 21	0	44 335	3	207 65
, -	South Division		124	119	184	123	109	114	100	67	75	88	81	20	1,204	105	2	683	5	514
	East Division																			
PTC M	Shreeves-Johns Berry	605 601	48 13	62 17	87 19	85 23	30 13	61 18	52 8	70	84 6	57 31	71 18	61	768 189	82 5	0	644 48	8	116 138
M C	Bronson (1/3-5/16)	602	20	28	22	21	17	10			U	31	10	1	108	4	0	36	0	72
м	Lynn (as of 5/16)	602					6	18	10	17	25	12	7	17	112	0	0	29	4	79
M	Schulman	608	28	14	27	25	40	28	20	14	23	37	23	17	296	13	0	69	8	219
L	Beloff East Division	604	103 212	83 <b>204</b>	108 263	134 288	66 <b>172</b>	116 <b>241</b>	44 134	103 226	58 <b>196</b>	89 <b>226</b>	47 <b>166</b>	69 <b>165</b>	1,020 2,493	49 <b>153</b>	0	1,002 1,828	1 24	17 641
So	outhwest Division			204	203	200	172	242	204	220	150	220	100	103	2,133	199	Ü	1,020		041
PTC	Means	705	216	133	289	188	198	163	167	181	185	173	153	108	2,154	671	0	1,838	20	296
M M	Ceisler Djerassi	701 702	23 15	23 17	13 25	21	16 32	22 25	10 14	22 15	9 25	23 15	26 10	21 19	229 238	14 6	0	62 55	7	160 179
M	Rogers	708	14	4	26	16	22	9	12	13	8	0	0	11	135	5	0	27	2	106
L	Coleman	704	65	58	78	86	68	50	31	29	61	53	59	42	680	33	0	670	2	8
No	Southwest Division orthwest Division	Totals	333	235	431	337	336	269	234	260	288	264	248	201	3,436	729	1	2,652	34	749
PTC	Dempsey	805	68	50	37	59	52	40	102	58	31	41	30	16	584	52	0	401	8	175
M	O'Grady	801	20	21	16	33	18	33	21	14	18	15	17	29	255	7	0	40	15	200
M M	Byrd	802 808	14	13	15	10 17	20	9	19 9	10	26	16 3	12 20	8 14	172 155	5	0	31	1	140 128
L	Colins Covington	804	14 82	12 73	22 67	53	11 22	13 11	38	14 32	6 46	57	54	51	586	4 31	0	25 575	0	11
	Northwest Division		198	169	157	172	123	106	189	128	127	132	133	118	1,752	99	0	1,072	26	654
	Central Division				100									**						
PTC M	Kane Carpenter	905 901	61 49	96 20	133 23	86 36	80 12	109 18	80 13	27 13	47 18	103 29	106 16	28 16	956 263	44 36	0	672 76	15 6	269 181
M	Robinson	902	12	11	19	12	22	10	23	19	17	18	5	16	184	7	0	36	2	146
М	Hill	908	15	14	11	19	18	27	6	10	14	13	5	13	165	5	0	41	2	122
L	Anders  Central Division	904	69 <b>206</b>	70 <b>211</b>	73 <b>259</b>	30 <b>183</b>	44 176	52 <b>216</b>	32 <b>154</b>	54 123	31 127	35 198	15 <b>147</b>	52 <b>125</b>	557 <b>2,125</b>	36 128	0	548 1,373	<b>0</b> 25	9 727
N	ortheast Division	Totals	206	211	259	103	170	210	154	123	127	198	147	125	2,125	128	U	1,373	25	121
М	Mazzola	1001	26	9	10	21	24	20	16	14	14	32	14	8	208	3	0	28	1	179
M	Trent	1002	18	20	23	10	12	13	12	6	16	16	19	20	185	23	0	40	7	138
M L	Wogan Gordon	1008 1004	23 90	31 41	22 74	32 58	11 29	30 46	12 38	16 41	18 38	27 65	18 39	64 73	304 632	29 22	0	53 610	26 1	225 21
	Northeast Division		157	101	129	121	76	109	78	77	86	140	90	165	1,329	77	0	731	35	563
	pecial Programs																			
AVOPP/NSJ Gun Court	Brown Patrick	1103 1104	15 67	12 65	9 84	7 81	9 75	14 80	2 61	5 73	5 68	69 72	17 31	12 93	176 850	99 20	0	142 103	6 704	28 43
Motions	Palumbo	504	1	0	0	0	0	1	1	0	1	0	0	0	4	925	0	3	0	1
FVSA	Cohen	1102	13	17	18	16	20	17	13	8	8	17	18	10	175	6	0	16	10	149
MHC	Woods-Skipper ARD	505	20	25	24	34	20	27	22	42 22	11 36	9	14	8	84 321	25	0	66	1	17
	Treatment Court		29 13	25 2	34 10	10	29 20	37 7	23 19	12	9	20 13	19 17	13 8	140	0	0	295 138	6	20
	Veterans Court		0	0	0	0	0	1	1	0	0	0	0	0	2	0	0	2	0	0
	Miscellaneous  Special Programs Totals 1			0	0	0	0	1	0	1	2	0	0	0	4	0	0	1	1	2
	CP DISPOS		138 1,469	121 1,253	155 1,742	148 1,514	153 1,241	158 1,310	120 1,095	163 1,132	140 1,156	200 1,407	116 1,130	144 1,104	1,756 15,553	1,075	0	766	730	260
	Uncate		47	36	46	43	32	39	38	40	30	38	101	104	104	1	Program	1 Type D	isposed	Totals
TOTA	AL CP DISPOSIT	IONS	1,516	1,289	1,788	1,557	1,273	1,349	1,133	1,172	1,186	1,445	1,231	1,208	15,657	<b>V</b>	Homicide	List	Gun	Majors
				7	JUDICIAL LEA	VE: May (21	Wks.), July (2	3 Wks.), Aug	ust (27 Wks.)					TOTAL MC DIS		,	262	9,805	918	4,568
			TOTAL CP & MC DISPOSITIONS 18,202													Щ_				

## DISPOSITION BY PROGRAM, JURY, & TYPE

				YE	EAR T	O DA	TE 20	)11					
Prepared by													
Jennifer Amsk	rile			DI	SPOSI	TION	DV TV	DE					
0													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTA
Abatement	4	3	5	5	7	4	20	4	20	11	7	5	95
Administrative Closure	5	6	5	4	2	4	0	3	2	4	2	4	41
ARD	26	25	29	34	29	37	23	22	36	20	20	13	314
Dismissed	20	10	22	18	22	18	23	13	11	25	14	19	215
Guilty	173	149	198	157	154	170	124	125	111	163	119	104	1,74
Guilty Plea	120	111	147	150	101	119	133	119	93	164	107	107	1,47
Guilty Negotiated	831	664	965	839	672	665	563	619	625	703	610	548	8,304
Nolo Contendre Plea <b>Total Pleas</b>	11 <b>962</b>	21 <b>796</b>	33 <b>1,145</b>	25	27 <b>800</b>	34 <b>818</b>	14 <b>710</b>	27 <b>765</b>	25 <b>743</b>	26 <b>893</b>	30 <b>747</b>	25 <b>680</b>	298 10,07
% of Total Dispositions	63%	62%	64%	1,014 65%	63%	61%	63%	65%	63%	62%	61%	56%	64%
Nolle Prosse	184	175	207	186	151	175	126	110	139	192	135	191	1,97
Not Guilty	63	57	82	54	62	58	48	66	67	64	46	56	723
Quashed	20	24	28	31	11	19	14	9	21	26	21	22	246
Remand to MC Court	4	3	0	0	2	2	2	5	2	2	2	5	29
Fransfer to Juvenile	6	4	17	7	0	0	0	5	2	4	4	3	52
udgment of Acquittal	2	1	4	3	1	3	1	2	0	2	2	0	21
Withdrawn	0	0	0	1	0	2	4	3	2	1	1	0	14
*Other	0	0	0	0	0	0	0	0	0	0	10	2	12
Total	1,469	1,253	1,742	1,514	1,241	1,310	1,095	1,132	1,156	1,407	1,130	1,104	15,55
Uncategorized	47	36	46	43	32	39	38	40	30	38	101	104	104
<b>Grand Total</b>	1,516	1,289	1,788	1,557	1,273	1,349	1,133	1,172	1,186	1,445	1,231	1,208	15,65
Other: Mistrial, Transfer Proceedings	, Transferred t	o Another Juris	diction										
				DI	SPOSI	TION	BY IU	RY					
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTA
Guilty	27	34	45	26	28	27	24	24	27	35	16	26	339
Not Guilty	16	14	23	13	26	10	13	18	15	14	17	17	196
Total	43	48	68	39	54	37	37	42	42	49	33	43	535
				DISPO	OSITIO	ON BY	PROG	RAM					
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTA
Homicide	20	17	23	18	23	24	18	20	19	31	21	28	262
ist	984	786	1,163	983	752	790	668	729	686	863	723	678	9,80
ist Gun	63	74	83	89	73	81	68	73	77	78	60	99	918
Majors	402	376	473	424	393	415	341	310	374	435	326	299	4,568
Total	1,469	1,253	1,742	1,514	1,241	1,310	1,095	1,132	1,156	1,407	1,130	1,104	15,55
2.22	_,	,		,-			,	, -	_,	_,		_,	,

Grand Total 1,516

1,289

1,788

1,557

1,273

1,349

1,133

1,172

1,186

1,445

1,231

1,208

15,657

PREPARED BY Jennifer Amspile

## VIDEO STATISTICS

STATE & COUNTY

### YEAR TO DATE 2011

				STA	ГΕ								
STATE VIDEO HEARINGS (courtroom 1106)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTAL
Violation of Probation	8	17	22	18	19	17	19	12	19	24	18	19	212
PCRA	4	6	5	3	8	4	8	6	6	8	9	12	79
Sentencing's	6	4	8	3	9	8	1	3	8	2	4	1	57
Grazier hearings	4	2	6	2	3	5	3	3	6	10	8	2	54
Guilty plea hearings	3	0	4	2	1	3	3	2	8	5	3	3	37
Post trial motion	1	5	5	4	2	3	0	0	1	2	2	3	28
State Intermediate Punishment	1	6	5	5	8	2	4	4	3	8	7	3	56
Other	4	5	5	6	2	1	3	6	5	4	1		42
Attorney/Client Interview Program (401)	-	-	-	-	-	-	-	3	2	4	3	3	15
AVOPP Video Hearings (1103)	-	-	-	-	-	-	-	5	4	6	8	16	39
TOTAL STATE VIDEO HEARINGS	31	45	60	43	52	43	41	44	62	73	63	62	619
STATE COST TRANSPORTATION SAVINGS	\$18,435	\$22,420	\$30,815	\$16,295	\$23,530	\$16,565	\$17,640	\$16,090	\$23,480	\$24,255	\$24,210	\$19,020	\$252,755

				COUN	JTY								
COUNTY VIDEO HEARINGS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTAL
Extradition Conferences	85	68	107	93	106	87	84	89	82	98	100	86	1,085
Bench Warrants, Status Re-arrests, etc.	45	27	39	39	37	49	39	84	36	29	24	28	476
County Intermediate Punishment Conferences	23	18	12	14	15	12	7	8	7	6	7	1	130
Attorney/Client Interview Program (401)	0	0	0	23	39	49	53	41	55	39	24	43	366
AVOPP Video Hearings (1103)	0	0	0	0	12	32	22	47	55	35	58	60	321
TOTAL COUNTY VIDEO HEARINGS	153	113	158	169	209	229	205	269	235	207	213	218	2,378
COUNTY COST TRANSPORTATION SAVINGS	\$12,087	\$8,927	\$12,482	\$11,534	\$13,430	\$14,220	\$12,008	\$18,012	\$14,220	\$13,272	\$14,931	\$13,825	\$158,948

TOTAL VIDEO HEARINGS (County & State)	184	158	218	212	261	272	246	313	297	280	276	280	2,997

	TI	RANSI	PORT	ATION	I COS	ΓSAV	INGS						
TRANSPORTATION COST SAVINGS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTAL
State Custody (cost varies by institution)	\$18,435	\$22,420	\$30,815	\$16,295	\$23,530	\$16,565	\$17,640	\$16,090	\$23,480	\$24,255	\$24,210	\$19,020	\$252,755
County Custody (cost is \$79 per defendant)	\$12,087	\$8,927	\$12,482	\$11,534	\$13,430	\$14,220	\$12,008	\$18,012	\$14,220	\$13,272	\$14,931	\$13,825	\$158,948
TOTAL TRANSPORTATION SAVINGS	\$30,522	\$31,347	\$43,297	\$27,829	\$36,960	\$30,785	\$29,648	\$34,102	\$37,700	\$37,527	\$39,141	\$32,845	\$411,703

PREPARED BY Jennifer Imspile

## ARC/AVOPP/NSJ

## YEAR TO DATE 2011

	A	VOPP	- Acc	elerate	d Viol	ation (	of Prob	ation	Progra	.m			
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTAL
TOTAL AVOPP ADDRESSED	25	32	43	16	20	37	15	17	56	27	50	33	371

				NSJ -	Non-S	litting .	Judges	3					
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTAL
TOTAL NSJ CASES ADDRESSED	62	62	109	70	96	87	67	63	73	121	66	41	917

			Judge	e Brow	n Stat	s (AV	OPP &	NSJ)					
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTAL
Judge Brown VOP Hearings	232	350	336	409	328	316	187	159	251	539	245	263	3,615
AVOPP Cases Addressed	25	32	43	16	20	37	15	17	56	27	50	33	371
NSJ Cases Addressed	62	62	109	70	96	87	67	63	73	121	66	41	917
TOTAL JUDGE BROWN	319	444	488	495	444	440	269	239	380	687	361	337	4,903

		Amou	ınt of I	Days Sa	aved (1	AVOPI	P & NS	SJ Prog	grams)				
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTAL
*AVOPP saves 25 days per case	625	800	1,075	400	500	925	375	425	1,400	675	1,250	825	9,275
*NSJ saves 30 days per case	1,860	1,860	3,270	2,100	2,880	2,610	2,010	1,890	2,190	3,630	1,980	1,230	27,510
TOTAL DAYS SAVED	2,485	2,660	4,345	2,500	3,380	3,535	2,385	2,315	3,590	4,305	3,230	2,055	36,785

		A	RC - A	dvanc	ed Rev	view &	Cons	olidati	on				
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	TOTAL
					Al	RC I							
					Listed From	Arraignmen	t						
Judge Woods -Skipper	3	0	2	2	0	0	4	0	2	2	1	0	16
Judge Shreeves-Johns	1	7	4	3	0	6	8	7	5	10	6	10	67
Judge Means	8	15	24	28	31	31	26	54	60	112	65	48	502
Judge Kane	4	0	5	2	2	0	44	7	0	4	0	0	68
Judge Dempsey	0	0	2	0	0	8	2	2	4	15	8	3	44
Judge Ransom	2	0	0	0	0	1	10	10	4	16	13	10	66
Judge Brown	41	39	39	34	33	46	16	5	28	99	52	53	485
Other	34	16	33	40	48	23	23	34	21	67	34	34	407
TOTAL ARC I	93	77	109	109	114	115	133	119	124	325	179	158	1,655
					AF	RC II							
					Listed Post-	Arraignment							
CP & MC Cases Consolidated	126	95	115	91	93	108	59	90	96	142	119	112	1,246
TOTAL ARC I & II CASES	219	172	224	200	207	223	192	209	220	467	298	270	2,901

### PREPARED BY, Jennifer Amsbile

## WARRANT HEARINGS & INVENTORY

			YEA	R TO	DAT	E <b>2</b> 011								
Bench Warrant Inventory	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
CP Warrants	4,246	4,206	4,229	4,199	4,208	4,190	4,126	4,100	4,035	3,989	3,959	3,972		
MC Warrants	27,335	27,140	26,909	26,826	26,493	26,544	26,481	26,534	26,381	26,217	26,213	26,112		
Total Bench Warrant Inventory (CP & MC)	31,581	31,346	31,138	31,025	30,701	30,734	30,607	30,634	30,416	30,206	30,172	30,084		
Bench Warrant Hearings														
Prison	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	%
ommon Pleas	137	139	131	120	142	157	120	132	125	103	120	99	1,525	11%
lunicipal	1,151	1,226	1,178	1,187	1,281	1,222	1,018	1,186	930	925	817	859	12,980	89%
Total Bench Warrant Prison Hearings (CP & MC)	1,288	1,365	1,309	1,307	1,423	1,379	1,138	1,318	1,055	1,028	937	958	14,505	53%
CJC Surrender Program	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	%
ommon Pleas	55	58	79	66	70	66	92	87	34	39	69	42	757	6%
		1,069	1,280	1,042	1,026	1,058	1,025	1,089	973	894	799	752	11,990	94%
· · · · · · · · · · · · · · · · · · ·	983	1,009	1,200	,	_,===	1,050	_,===	_,000						
Total Bench Warrant CJC Hearings (CP & MC) TOTAL BENCH WARRANT HEARINGS	1,038	1,127	1,359 27,25	1,108	1,096	1,124	1,117	1,176	1,007	933	868	794	12,747	47%
Total Bench Warrant CJC Hearings (CP & MC)  TOTAL BENCH WARRANT HEARINGS  Probation Warrant Inventory	1,038 CJC & F	1,127 PRISON	1,359 27,25 Mar	1,108 2 Apr	1,096 May	1,124 Jun	1,117 Jul	1,176	Sep	Oct	Nov	Dec	12,747	47%
Total Bench Warrant CJC Hearings (CP & MC)  TOTAL BENCH WARRANT HEARINGS  Probation Warrant Inventory  Probation Warrants	1,038 CJC & F	1,127 PRISON  Feb 5,993	1,359 27,25 Mar 5,854	1,108 2 Apr 5,909	1,096 May 5,871	1,124 Jun 5,784	Jul 5,697	1,176 Aug 5,674	<b>Sep</b> 5,708	Oct 5,504	Nov 5,551	<b>Dec</b> 5,516	12,747	47%
	1,038 CJC & F	1,127 PRISON	1,359 27,25 Mar	1,108 2 Apr	1,096 May	1,124 Jun	1,117 Jul	1,176	Sep	Oct	Nov	Dec	12,747	47%
Total Bench Warrant CJC Hearings (CP & MC)  TOTAL BENCH WARRANT HEARINGS  Probation Warrant Inventory  Probation Warrants  MC Probation Warrants	1,038 CJC & F	1,127 PRISON  Feb 5,993 4,999	1,359 27,25 Mar 5,854 4,928	1,108 2 Apr 5,909 5,043	May 5,871 5,011	Jun 5,784 4,986	Jul 5,697 4,897	1,176 Aug 5,674 4,697	<b>Sep</b> 5,708 4,704	Oct 5,504 4,540	Nov 5,551 4,463	Dec 5,516 4,461	12,747	47%
Total Bench Warrant CJC Hearings (CP & MC)  TOTAL BENCH WARRANT HEARINGS  Probation Warrant Inventory  P Probation Warrants  MC Probation Warrants  Total Probation Warrant Inventory (CP & MC)	1,038 CJC & F	1,127 PRISON  Feb 5,993 4,999	1,359 27,25 Mar 5,854 4,928	1,108 2 Apr 5,909 5,043	May 5,871 5,011	Jun 5,784 4,986	Jul 5,697 4,897	1,176 Aug 5,674 4,697	<b>Sep</b> 5,708 4,704	Oct 5,504 4,540	Nov 5,551 4,463	Dec 5,516 4,461	12,747	47%
Total Bench Warrant CJC Hearings (CP & MC)  TOTAL BENCH WARRANT HEARINGS  Probation Warrant Inventory  P Probation Warrants  MC Probation Warrants  Total Probation Warrant Inventory (CP & MC)  Gagnon I Hearings  Prison  Commitment Lifted	Jan 5,873 4,896 10,769 Jan 109	Feb 5,993 4,999 10,992 Feb 96	1,359 27,25  Mar 5,854 4,928 10,782	Apr 5,909 5,043 10,952 Apr 162	May 5,871 5,011 10,882 May	Jun 5,784 4,986 10,770 Jun 126	Jul 5,697 4,897 10,594 Jul 129	Aug 5,674 4,697 10,371 Aug 137	Sep 5,708 4,704 10,412 Sep 141	Oct 5,504 4,540 10,044 Oct	Nov 5,551 4,463 10,014 Nov 118	Dec 5,516 4,461 9,977 Dec 151	Total 1,687	% 11%
Total Bench Warrant CJC Hearings (CP & MC)  TOTAL BENCH WARRANT HEARINGS  Probation Warrant Inventory  Probation Warrants  CProbation Warrants  Total Probation Warrant Inventory (CP & MC)  Gagnon I Hearings  Prison  Commitment Lifted  Recommitted	Jan 5,873 4,896 10,769 Jan 109 906	Feb 5,993 4,999 10,992 Feb 96 955	1,359 27,25  Mar 5,854 4,928 10,782  Mar 196 1,227	Apr 5,909 5,043 10,952 Apr 162 1,174	May 5,871 5,011 10,882 May 155 1,321	Jun 5,784 4,986 10,770 Jun 126 1,344	Jul 5,697 4,897 10,594 Jul 129 1,190	Aug 5,674 4,697 10,371 Aug 137 1,303	Sep 5,708 4,704 10,412 Sep 141 1,167	Oct 5,504 4,540 10,044 Oct 167 1,132	Nov 5,551 4,463 10,014 Nov 118 965	Dec 5,516 4,461 9,977 Dec 151	Total 1,687 13,649	%
Total Bench Warrant CJC Hearings (CP & MC)  TOTAL BENCH WARRANT HEARINGS  Probation Warrant Inventory  P Probation Warrants  MC Probation Warrants  Total Probation Warrant Inventory (CP & MC)  Gagnon I Hearings  Prison  Commitment Lifted	Jan 5,873 4,896 10,769 Jan 109 906 1,015	Feb 5,993 4,999 10,992 Feb 96 955 1,051	1,359 27,25  Mar 5,854 4,928 10,782	Apr 5,909 5,043 10,952 Apr 162 1,174 1,336	May 5,871 5,011 10,882 May	Jun 5,784 4,986 10,770 Jun 126	Jul 5,697 4,897 10,594 Jul 129	Aug 5,674 4,697 10,371 Aug 137	Sep 5,708 4,704 10,412 Sep 141	Oct 5,504 4,540 10,044 Oct	Nov 5,551 4,463 10,014 Nov 118	Dec 5,516 4,461 9,977 Dec 151	Total 1,687	% 11%



## FJD MENTAL HEALTH COURT

### YEAR TO DATE 2011

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	
Inc	lividuals	s Admitt	ed Into	FJDMH	C Progra	am (Cun	nulative	Number	:)				
Actively in treatment	15	19	20	23	26	28	31	27	27	30	31	30	
Terminated	2	2	2	2	2	3	2	2	1	3	3	3	
BW Status	1	1	0	0	0	0	0	0	1	1	2	2	TOTAL INDIVIDUALS
Re-incarcerated	7	6	6	5	5	5	6	7	5	7	9	9	ADMITTED INTO
Awaiting placement	2	1	3	2	3	1	1	0	2	8	4	2	FJDMHC PROGRAM
Court supervision concluded	2	2	2	2	2	2	0	2	2	2	2	3	
Total (Admitted)	29	31	33	34	38	39	40	38	38	51	51	49	49
Total Number of Individuals Authorized by DBH/MRS TCM		0	0	0	0	0	0	1	0	0	0	0	1
55.17.11.10			Nun	nber of I	ndividua	ds Pendi	ing (Ref	errals)					
PD Review	14	11	1	5	24	6	2	5	4	2	1	0	
DA Review	0	1	0	0	0	0	0	0	0	1	2	0	
FJD Review	0	20	0	0	0	18	0	4	13	19	4	24	
OCS Review	0	0	0	5	0	4	0	2	0	0	0	0	TOTAL INDIVIDUALS
DBH/MRS TCM Auth.	0	0	3	0	1	7	0	1	3	1	0	0	PENDING
Admission to FJDMHC	0	1	3	6	1	2	3	2	4	2	2	2	T ENDING
Total (Pending)	14	33	7	16	26	37	5	14	24	25	9	26	26
rotar (i criamg)	2-7	33		10	20	37						ment Track	300
			Numbe	r of case	c Ineligi	ble for E	IDMHC	Drogram	n	compete.	,		300
Defended Association to the Li			Tullibe	1 01 case	s mengi	ole for 1	JDMITC	Tiograi	11			Takal	6
Defender's Association (Reasons/Breakdow Requested Trial/Refuse	n Below) O	0	0	0	0	0		1	0		0	Total 0	1
	0	0	0	0	0	0	0	1	0	0	0	0	1
Charges	0	0	0	0	0	0	0	1	0	0	0	0	1
Other County Cases	0	0	0	0	0	0	0	2	0	0	0	0	2
Competency Issues	0	0	0	0	0	0	0	0	0	0	0	0	0
No MH or diagnosis  Eliqible for other program	0	0	0	0	0	0	0	1	0	0	0	0	1
_ , , ,	0	0	0	0	0	0	0	0	0	0	0	0	0
Insufficient time	0	0		_		0	_	0	0	0		4	
District Attorney	U	U	1	0	1	U	1	U	U	U	1		8
DBH/MRS TCM (Reasons/Breakdown Below)			_		-							Total	1
No MH diagnosis	0	0	0	0	0	0	0	0	0	0	0	0	0
Medicaid ineligible	-	0	0	0	0	_	_	0	0	0	0	0	-
Does not meet medical necessity criteria	0	0	0	0	0	0	0	1	0	0	0	0	1
Private Counsel (Reasons/Breakdown Below)	<u> </u>			_			_	_		I -	1 -	Total	37
Requested Trial/Refuse	0	0	0	0	0	0	0	0	0	0	0	0	0
No MH or diagnosis	0	0	0	0	0	0	0	0	0	0	0	0	0
FJD Review	0	0	0	0	0	0	25	11	0	1	0	0	37
Total (Inelligible)	0	0	1	0	1	0	26	18	0	1	1	4	52
Total Cost Savings (based on \$98.49)		\$46,192	\$61,064	\$67,958	\$79,383	\$82,732	\$92,778	\$89,133	\$79,777	\$91,596	\$90,611	\$91,596	\$916,646
Number of Days Saved	445	469	620	690	806	840	942	905	810	930	920	930	9,307

## MOTION COURT & PAYMENT PLAN CONFERENCES

## YEAR TO DATE 2011

### **Motion Court Stats**

Month	478 Trials	Bail	Expunge Granted	Expunge Denied	FOJ	Habeas Corpus Granted	Corpus	LIE	Nebbia	Quash	Re-Arrest & DA Appeals	Redactions	NPT Granted	NPT Denied	Writ of Cert Granted	Writ of Cert Denied	MC Appeals Filed	Traffic Court & Summary Appeal Dispositions
Jan	55	25	338	0	74	1	1	8	6	0	28	9	81	30	2	4	25	394
Feb	72	40	285	33	60	1	3	5	21	0	28	6	91	29	3	1	44	430
Mar	110	48	321	44	53	3	0	4	22	0	38	14	98	44	6	3	46	410
Apr	82	39	490	44	49	0	1	33	15	0	51	19	67	48	2	5	43	385
May	98	40	433	36	65	1	1	19	19	0	49	18	121	22	1	1	43	417
Jun	130	47	394	43	55	1	3	17	20	0	35	14	122	29	0	6	53	499
Jul	95	39	429	3	49	0	0	11	18	0	42	28	146	34	2	6	46	433
Aug	84	40	556	28	55	0	0	9	15	0	43	39	149	27	2	5	57	548
Sep	142	34	580	14	64	0	1	4	16	0	27	20	109	26	2	3	40	456
Oct	127	32	299	5	53	3	1	3	15	0	55	3	118	18	4	3	31	389
Nov	127	41	461	2	64	0	1	6	13	0	24	8	102	30	1	2	24	443
Dec	90	60	418	3	59	0	0	3	23	0	20	40	156	71	1	4	22	412
Total	1,212	485	5,004	255	700	10	12	122	203	0	440	218	1,360	408	26	43	474	5,216

Payment Plan
Conferences

Conferences									
Month	Amount Agreed To								
January	\$1,980.35								
February	\$2,415.34								
March	\$9,860.08								
April	\$1,475.50								
May	\$700.00								
June	\$4,321.95								
July	\$6,755.94								
August	\$1,245.00								
September	\$1,145.00								
October	\$1,495.00								
November	\$2,230.00								
December	\$2,730.00								
Total	\$36,354.16								

Traffic Court & Summary Appeal Dispositions

5,216

Expungements Granted

5,004

MC Appeals Filed

474

Re-Arrests & DA Appeals

440

PREPARED BY Jennifer Amsbile

## JANUARY TO DECEMBER 2011 YEAR TO DATE ANALYSIS

Held for Court (A	Held for Court (Arraignment) by Program Type										
New CP Cases Monthly Average											
Homicide	281	23									
Majors	4,087	341									
List	9,870	823									
	Total 14,23	1,187									

	Strategic Ma	nagement, ARC (Adv	ance Review and Co	onsolidation), Readiness, and Trial.
P Dispositions	<b>*</b>	5,272		
CP Dispositions All Pleas		4,694	89.0%	of SMART Room Dispositions Were Pleas
Negotiated	Pleas	4,330	92.2%	of SMART Room Pleas Were Negotiated

33.7% of All Dispositions were from SMART Rooms 46.6% of All Pleas were from SMART Rooms 52.1% of All Negotiated Pleas were from SMART Rooms

All Dispositions CP Dispositions All Pleas Negotiated Pleas	<b>15,657</b> 10,073 8,304	64.3% of All Dispositions Were Pleas େ ସେ 82.4% of All Pleas Were Negotiated
Other Non-Trial or Administrative Dispositions Includes: Abatement, Administration Aquittal, Withdrawn, & Uncategory		19.9% of All Pleas Were Non-Trial or Administrative Dispositions  missed, Nolle Prosse, Quashed, Remand to MC, Transfer to Juvenile, Judgment of
Total Non-Trial (Pleas & Other)	13,187	84.2% of All Dispositions Were Non-Trial
Total Trial Dispositions Guilty Not Guilty  Jury Trials	2,470 1,747 723	15.8% of All Dispositions Were Trials  ∞ • □  70.7% of Trial Dispositions Were Guilty  29.3% of Trial Dispositions Were Not Guilty  21.7% of All Trials Were Jury Trials

#### **Conviction Rate**

 $78.0\%\,$  of All Disposed Cases Were Either Found Guilty, Plead Guilty (or Nolo), or Participated in ARD.

<sup>\*</sup>Does not include uncategorized dispositions.

Clearance Rate (Court Tools)												
Cases Arraigned Cases Disposed Clearance Rate												
Homicide	281	262	93.2%									
Majors	4,087	4,568	111.8%									
List	9,870	10,723	108.6%									
Total	14,238	15,553	109.2%									

<sup>\*</sup>Does not include uncategorized dispositions.

## JANUARY TO DECEMBER 2011 YEAR TO DATE ANALYSIS

Bench Warrant Inventory	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CP Warrants	4,246	4,206	4,229	4,199	4,208	4,190	4,126	4,100	4,035	3,989	3,959	3,972
MC Warrants	27,335	27,140	26,909	26,826	26,493	26,544	26,481	26,534	26,381	26,217	26,213	26,112
Total Bench Warrant Inventory (CP & MC)	31,581	31,346	31,138	31,025	30,701	30,734	30,607	30,634	30,416	30,206	30,172	30,084

Bench Warrant Hearings	Year to Date	Monthly Avg.
Prison		
Common Pleas	1,525	127
Municipal	12,980	1,082
Total Bench Warrant Prison Hearings (CP & MC)	14,505	1,209
CJC Surrender Program		
Common Pleas	757	63
Municipal	11,990	999
Total Bench Warrant CJC Hearings (CP & MC)	12,747	1,062
TOTAL BENCH WARRANT HEARINGS (CJC & PRISON)	27,252	2,271

Bench Warrant Inventory is a
"snapshot" of the Active Bench
Warrants for each month. This
includes newly issued and carry-over
warrants.

On average, 4.2% of the Total Bench

On average, 4.2% of the Total Bench Warrant Inventory is resolved each month.

As a result, the Inventory dropped by 4.7% for the year.

Probation Warrant Inventory	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CP Probation Warrants	5,873	5,993	5,854	5,909	5,871	5,784	5,697	5,674	5,708	5,504	5,551	5,516
MC Probation Warrants	4,896	4,999	4,928	5,043	5,011	4,986	4,897	4,697	4,704	4,540	4,463	4,461
Total Probation Warrant Inventory (CP & MC)	10,769	10,992	10,782	10,952	10,882	10,770	10,594	10,371	10,412	10,044	10,014	9,977

Gagnon I Hearings (Prison)	Year to Date	Monthly Avg.
Commitment Lifted	1,687	141
Recommitted	13,649	1,137
Total Prison Gagnon I Hearings	15,336	1,278

Probation Warrant Inventory is also a monthly "snapshot."
Inventory dropped by 7.4% for the year.

Mental Health Court	Year to Date	Monthly Avg.	Videos	Year to Date	Monthly Avg.
Number of Days Saved	9,307	776	Total State Hearings	619	52
Total Cost Savings	\$916,646.43	\$76,387.20	Total County Hearings	2,378	198
Total Individuals Admitted Into Program	49		Total Savings	\$411,703.00	\$34,308.58

AVOPP & NSJ (Judge Brown)	Year to Date	Monthly Avg.	ARC I & II	Year to Date	Monthly Avg.
Total AVOPP Hearings	371	31	ARC I Hearings	1,655	138
Total NSJ Hearings	917	76	ARC II Hearings	1,246	104
*Accelerated Violation of Probation Program & Non-Sitting Judge			ARC I & II Total	3,073	256

<sup>\*</sup>Advanced Review and Consolidation